ESSAYS, PRECIS & DRAFTING

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and others

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Essays

ESSAYS, PRECIS & DRAFTING

HINTS ON THE ART OF ESSAY-WRITING

I

The average student generally has a dread of essay-writing. He finds it not only difficult but uninteresting. As such he seldom tries his hand at it except when it is inevitable as in a classroom or an examination hall. No wonder if the performance is poor and disappointing.

This is really unfortunate, for if the students' approach is proper the writing of essays can become a delightful work. Generally students come to dislike it because in the early stages of their education they imbibe some very wrong notions about it. For instance, they believe that an assay is an exhaustive survey of a subject or it is intended to be a highly literary and grand piece of composition. It is something complete and final on the one hand or elaborate and decorative on the other. Beginners, therefore, grow diffident and think that their knowledge and power of expression are hopelessly inadequate for the task.

As a matter of fact, an essay is no such formidable or baffling task. It is simple and easy : every student can write a good essay, provided he knows what it is. An essay is simply the expression of one's views on a particular subject. Thus all essays are at bottom, pieces of personal writing. The writer has great freedom in the treatment of the subject. He can study it from any point of view he likes. There are no set principles or rules of approaching a topic or problem. Each is free to choose his own perspective.

Once this principle of freedom of approach is fully understood, a great hurdle is crossed. In other words, it means that the writer of an essay is not required to repeat what others have said on a subject. He is at liberty to put forth his ideas about it. Most students fail to recognise the significance of this observation. They are afraid of putting on paper their ideas and views, lest they differ from those of others. They would, therefore, go about hunting material for the essay, which in fact, means a collection of other people's opinions. Consequently, their essays become a rehash of oft-repeated and common-place statements. They lack freshness and originality and freshness and originality are the essence, the life breath of the essay.

It follows, therefore, that an essayist should shed his shyness and diffidence about the value of his ideas and views. He should seek for material nowhere else than in his own personality, his mind and heart. Allow the essay to mirror his thoughts and experiences, without feeling nervous whether they would be appreciated or not. Truth is always appreciated, no matter, however, uncommon or unpleasant. And if the essayist is true to himself, he need not be true to anybody else.

So much for the soul or thought—content of the essay. Now we turn to its body or form. An essay is a truthful representation of one's ideas but it is at the same time expected to be a beautiful representation. To put it otherwise the essay should be couched in a beautiful, shapely form. Dr. Johnson's oft-quoted definition of the essay that it is "a loose sally of the mind, an irregular and undigested piece" is often misleading. Except in the case of extraordinary writers like Charles Lamb or E.V. Lucas, the essay is expected to have a proper form, *i.e.*, a beginning, a middle and an end. It is a well-arranged piece of composition so that it leaves a perfect impression on the mind of the reader. One cannot allow one's thoughts to come pell-mell in an essay : they must be thrown into an artistic pattern. It is thus that the essay becomes a work of art.

Closely allied to the form of the essay is its language. It must be understood once for all that laboured, ornamental or heavy language is not suitable for the essay. The Indian student, in particular, harbours some very misleading notions in this respect. He thinks that he must use all the difficult words and phrases he knows or believes to know. The result is that he not only fails to express himself but also crushes his ideas under the heap of his pompous vocabulary. Ostentation, the attitude of showing oneself off is seldom welcome in life, least of all in the sphere of writing. This is all the more true of our students writing in English, for their knowledge of the language and grasp of its idiom is generally too little to permit of any attempt at a high-flown style. The golden principle, therefore, for them is to adopt *a simple and direct form of expression.* Never use two words where one would do. Use only those expressions with which you are thoroughly familiar. It is better to use a simple word you know than to use a difficult word with which you are only half familiar. Here again, the principle of truthfulness is at work. Be true to yourself as much in style as in thought.

II

In the above section an attempt has been made to explain the true nature of an essay. But the beginner is not to be satisfied with this alone. His problem is slightly different. He may be ready to accept that an essay should be personal and original and cast in a systematic, beautiful form. What he is most worried about is lack of ideas, let alone whether they are original or common-place. As he sits down to write an essay he finds his mind a perfect blank. He scratches his head, chews the end of his pen but ideas refuse to come. And even if they come they are so few and scattered that he can make hardly any use of them. Thus what he needs is not a precise definition of the essay but some recipe to collect ideas, some means to set his mind into action so that it may furnish some material for his subject.

The difficulty, we admit, is genuine but not insurmountable. One of the first things he has to do is to cultivate the habit of observing life around him and secondly to develop the habit of reading outside the narrow limits of his prescribed texts. As he sees things he should also start thinking what he would say about them in case he is called upon to write an essay. Suppose he witnesses a cricket test match he can ask himself what features of the match struck him most. Was it the start or the finish of the game, the batsmen or the fielders, the pitch or the umpire, the audience or the organisers and so on ? Did any particular player exhibit remarkable skill and confidence and what was the highest individual score ? Again he may ask whether he would be a player himself and, if so what amount of practice and experience would entitle him to become a test player. Or, he may begin by questioning the utility of test matches. Are they a sheer waste of public money and time or do they serve any useful purpose ? He may develop either line of thought, that is, try to prove that such matches are a mere luxury or that they promote international good-will and inspire higher standards of cricket.

Now here are more than a dozen questions to be asked about test matches. There can be many more according to the temperament and attitude of the person concerned. Answers to such questions are bound to furnish a wealth of material. If the student so chooses he may read what others have said about cricket but he is free to agree or differ with them. A comparison of ideas would stimulate further thought. The student may find that he overlooked certain aspects of the game which others emphasise. In this way there will be a sort of give and take of ideas and slowly this habit of framing questions and finding answers for them will prove extremely fruitful.

The same principle of asking questions can be successfully applied to reflective and informative topics. The simple words 'How', 'What', 'Why' 'When', are a magic key, an open sesame, to unlock every door. Suppose a student has to write an essay on "Sterling Balances." The first question that should naturally springs to his mind is "What are Sterling Balances ?" "Then the chain of questions may proceed somewhat like this : "How is India concerned with them ?" "When did they become important for India ?" "What was their effect on the life of the average Indian citizen ?" "Did they prove useful to the internal economy of the country and what was their effect in international commerce and trade ?" "In what way are they being repaid to us and what use have they been put to by the Indian Government ?" "Has theri use been proper or improper ?" "If it has been improper, what improvements or changes should be effected to utilise them properly ?" "What is the total amount of balances standing to India's credit to-day and what plans has the Government formed to use them in future ?" "Do I agree with Government's proposals in the matter and if so, why ?"

This is the possible track on which the student's mind can run about the subject. It is quite possible that though he can put these questions he cannot find an answer to all of them himself. In such a case he should get hold of books, articles or other writings to satisfy his curiosity and collect facts and data. The problem of Sterling Balances requires a great deal of information and the student has to get possession of it. But it may happen that he comes across a big volume or a hundred-page booklet on the subject, which gives him too exhaustive and detailed information. Now here he must not lose sight of his aim which is to write a short essay of about four to six pages and not a treatise. If he keeps in mind the questions he has formed he can collect only the relevant material and ignore the rest. This process of selection and elimination may not be easy in the beginning but practice and perseverance will teach him the knack of picking out the useful and rejecting the useless.

The framing of questions and finding answers for them is merely the spade work of the essayist. The next step is to draw up a brief outline or synopsis before beginning to write the essay itself. The first draft of the outline is not always the final draft. It has to be carefully scrutinised, rearranged, pruned and redrawn. It may happen that the outline may have to be revised a number of times before it is found to be satisfactory. But as the beginner progresses in this work he will find that he can draw up a satisfactory outline even in the first or second attempt. At every step it should be borne in mind that practice makes one perfect.

It may be stressed once again that the success of a good essay depends largely on the drawing up of a good outline. The outline is the foundation on which the superstructure of the essay is raised, the frame work within which the writer has to work. It at once guides and restrains the writer. It gives balance, proportion and form to the essay. Without an outline the writer may pay more attention to one aspect of the subject at the cost of others. The introduction may be too long and the conclusion hurried and too short. Usually the essay has to be of a prescribed length and unless there is a balanced outline to guide the writer the essay may exceed the limit or fall short of it. Or in some cases the student may write in detail three fourth of the essay and then in a desperate attempt to confine himself to the prescribed limit be may give it an abrupt, inconclusive ending. All these pitfalls can be avoided if the student has first framed an outline to guide him.

III

Finally, a word as to how to begin and conclude an essay. Even if the student has an outline and other material before him he finds it very difficult to write the first sentence and the first paragraph. The best way to overcome this difficulty is to begin without much ado, *i.e.* without any elaborate or long introduction. Often the first paragraph of an essay consists of a single but striking sentence. This is known as plunging straight into the subject, without any beating about the bush. The modern trend in essay writing favours this method. Of course no hard and fast rule can be made about the beginning of an essay. There can be hundred and one ways of doing it. Each man can select his own approach. To beginners, however, the following hints may prove helpful :—

(*i*) Find out some suitable quotation to begin the essay.

(*ii*) The quotation may be a line of verse, a proverb, a famous saying or some utterance of a great man.

(*iii*) It is always advisable to differ with the quotation or proverb or saying you have selected for the beginning of the essay.

(*iv*) If you differ with and contradict the quotation it immediately strikes a note of originality. The reader gets interested in your writing for he expects something fresh and new. But this difference or contradiction should not be just for its own sake; follow this method only when you really have a different point of view and you can substantiate it in the course of the essay. In case otherwise your contradiction will be meaningless, theatrical like a juggler's trick or a monkey's pranks.

(*v*) If you cannot find a proper quotation put your own individual view-point neatly and briefly. Short sentences are usually more effective than long ones. For instance if you are writing an essay on "Travelling Third" your first sentence may be "I travel third and I like it."

The conclusion or ending of an essay is comparatively easy. You may sum up your main argument in a brief concluding paragraph or finish by making a definite suggestion about the problem you have been writing about. The rule is that you should conclude and not merely come to a stop. The ending of the essay should convince the reader that the writer has driven home his point and he has nothing more to say. In highly personal essays, however, the ending may be abrupt and surprising but beginners should not imitate that practice. All that they should do is to bring their treatment of the subject to a logical conclusion and, if possible, their last sentence should be as striking and precise as the first. For instance the essay on "The Atom Bomb" in this book concludes thus: "The Frankenstein monster is in our midst. If he runs amuck who can hope to survive?"

Essay-writing is an art. It requires imagination, experience of life, power of thinking and command over language. In addition a study of great essayists is an invaluable asset. But nothing will avail unless one practises the art. There is nothing terrifying or formidable about it. Interest, patience and practice can turn every student into a good essayist. We have shown above the track and those who follow it are sure to find the great pleasure which this art has in store for them.

Commercial & Economic

1. A PLANNED ECONOMY FOR INDIA

(*Bombay University, B. Com.*)

Outline

1. Introduction.
2. Need of economic planning.
3. Early efforts in this direction.
4. The Five-Year Plan.
5. Conclusion.

The remarkable success of economic planning in Fascist Italy, Nazi Germany and particularly in Soviet Russia aroused great interest in the poor and under-developed countries like India and China. It was demonstrated that in the complicated pattern of social and economic life of to-day careful planning was not only advantageous but highly essential. A country's economy could not be left in the hands of individuals at the mercy of the normal laws of economics.

Economic planning means the best use of the natural resources of a country and its manpower for improving the standard of life of its people. India is poor, industrially backward and her people have a miserably low standard of living. The average per capita income per year of Indians is Rs. 255/-/- only. The productivity of her land is tragically low as compared with that of other countries. The yield of wheat per acre, for instance, in the country is only 660 lbs. whereas the corresponding figures for Japan and Egypt are 1713 and 1918. Consequently, India is not self-sufficient in food. This is a very grave situation, especially in view of her population which, during the last fifty years, has increased from 235 millions to 356 millions.

Conditions in the other economic spheres are equally bad. The rural population is ignorant, illiterate, conservative and, what is worse, perpetually in debt. Again, agriculture is still largely carried on by means of primitive methods and is dependent on the vagaries of the monsoon. Irrigational facilities are inadequate and chemical fertilisers etc., generally beyond the reach of the average cultivator.

Industrially too India is very backward. She imports a large quantity of consumer and capital goods. With a few exceptions, there are no heavy machine industries in the country. Unemployment stalks the land, while under-employment and insanitary living conditions are responsible for a high mortality rate. The percentage of literacy is low and various social evils continue to undermine the moral and physical health of the nation.

The leaders of the country have long been aware of these tragic facts and, during the period of British rule, they constantly protested against Governments' indifference to them. They believed that a carefully thoughtout plan for reconstructing the country's economic structure was overdue. As early as 1938 the Congress Party set up a National Planning Committee with Pandit Jawaharlal as its chairman. The Committee made a start by collecting the necessary data but political developments prevented the Committee from making much headway.

In 1944, however, a series of Plans to improve India's economy were published. The first of them was the Industrialists' Plan, otherwise known as Bombay Plan. It was followed by the Peoples' Plan drawn up by the Indian Federation of Labour. The third was Gandhian Plan.

The Bombay Plan contemplated an expenditure of Rs. 10,000 crores in 15 years in order to treble the national income. But it was criticised for the emphasis it laid on the growth of industry at the cost of agriculture. The Peoples' Plan was more ambitious, envisaging an expenditure of 15,000 crores in 10 years in order to provide every citizen with food of 2,600 calories of energy per day and 50 yards of cloth annually, besides free education and free medical aid. The Gandhian Plan was less ambitioou, fixing its target of expenditure at 3500 crores for securing 2600 calories of energy food per head and 20 yards of cloth for every citizen annually, besides developing education, housing, agriculture and particularly cottage industries. The Gandhian Plan seemed to look back rather than forward, for it placed too much stress on old methods of agriculture and showed a dislike for rapid industrialisation.

All these plans provided only a subject for thought and controversy; the foreign government had no interest in implementing them. With the independence of the country, the situation has undergone a radical change. The shock of the partition with its problem of rehabilitation of refugees etc. on the one hand deteriorated the economic condition of the country and on the other aroused the need of rapidly planning a sound economy.

In March 1950, the Government set up a Planning Commission under the chairmanship of the Prime Minister. The Commission has published its draft of a Five-Year Plan which is now before the public. It is an elaborate attempt to solve the present economic problems of the country. It contemplates an expenditure of 1493 crores during the first five years (1951-56) and Rs. 300 crores during the next five years. It aims to increase the total food ration from 12 oz. to 14 oz. per head, sugar ration from 6·3 oz. to 8·3 oz. and the supply of cloth from 13·4 yards to 15 yards per head per annum.

The Five-Year Plan is neither ambitious nor perfect. Like other plans it has also been subjected to severe criticism. But there is one great difference. Whereas the former plans remained academic curiosities the Five-Year Plan will be put into execution and be a prelude to other plans.

It is undeniable that India has to work according to some plan to reconstruct her economic life, raise her peoples' standard of living, grow self-sufficient both in food and capital goods and thus become a powerful and prosperous nation. Now that we are free, it is everybody's duty to contribute his little mite towards the uplift of the country.

2. THE FIVE YEAR PLAN

Outline

1. The genesis of the Plan.
2. Its aims and objects.
3. Some details of its schemes of development.
4. The financial aspect of the Plan.

5. Conclusion—Prospects.

The need of economic planning has long been felt in our country. The Congress set up in 1938 a National Planning Committee under the chairmanship of Pandit Jawaharlal Nehru, but owing to the political developments it could not do any tangible work. In 1944 three plans were published. The industrialists brought out what is popularly known as the Bombay Plan, while the Indian Federation of Labour formulated the Peoples' Plan. The third was the Gandhian Plan. All these plans, however, failed to be implemented as our foreign rulers showed no interest in the economic progress of the country.

With the dawn of freedom the position has completely changed and the Nationalist Govermnent recognised the urgency of a sound planned economy. During the first few years after the partition, however, not much could be done in this direction as the Government's hands were too full with the refugee problem, communal harmony, merger and integration of states etc.

By 1950 we were able to set our house in order and in March a Planning Commission was set up under the chairmanship of the Prime Minister. The Commission has published a Five-Year Plan which is now before the public. With the inauguration of the newly elected Parliament in April 1952 it is hoped that concrete steps will be taken to put the Five-Year Plan into execution.

The chief aim of the Plan is two-fold : better standard of life for every citizen and social and economic justice. That the average Indian's annual income is very low and that agricultural as well as industrial production are equally low are facts which call for organised effort from every quarter. The Government aims to utilise the material and human resources of the country in the best possible manner. Its methods, however, are not going to be totalitarian or dictatorial : they are essentially democratic, for it seeks public co-operation at every step in implementing the plan. In other words, the Government does not want to nationalise either industries or agriculture : private enterprise is invited and encouraged in every sector.

The Plan consists of two parts. The first part relates to an expenditure of 1493 crores of rupees during 1951-56, while the second part deals with spending Rs. 300 crores during the next five years. The chief items claiming attention during the first five years are agriculture and rural development, irrigation and power, transport and communication, industry, refugee rehabilitation, education, health and miscellaneous items.

It is thus clear that agriculture occupies the pride of place in the Plan. This is just the policy required in the face of the present food shortage in the country. In order to improve agriculture, irrigation and power need great development. Equally important is the growth of transport and communication. The distribution of expenditure over the different heads is as follows :—

	Outlay (*In crores*)	*Percentage of total outlay*
Agriculture and Rural development	191·70	12·8
Irrigation and Power	450·36	30·2
Transport and Communications	388·12	26·1
Industry	100·99	6·7
Social Services	254·22	17·0
Rehabilitation	79·00	5·3
Miscellaneous	28·54	1·9
	1492·93	100

The target of food production is 7·2 million tons a year which is calculated to provide a ration of 14 oz. per head per day besides 8·3 oz. of sugar. This is not a very grand target of which one may feel very proud. Nevertheless it is great in as much as it will relieve the country from the burden of foreign food imports and make the country self-sufficient.

Another point to note is that the Plan allocates only 100 crores to the development of industry, thus throwing the burden of development in that sector largely on private enterprise. This has been criticised in as much as private enterprise may not come up to the expected target. To counteract this difficulty foreign capital is welcomed in Indian industry, subject to certain safeguards.

"Where is the Government going to get the 1793 crores of rupees required for the Plan ?" may be the next question. It is estimated that the Centre will be able to give 641 crores and the states 480 crores in the course of the next five years. This leaves a deficit of 372 crores. Part of it is going to be covered by the Food Loan from U.S.A. and the aid under the Colombo Plan. If further foreign aid is not forthcoming the balance of 290 crores will be drawn from Sterling Balance, though that would involve deficit financing. The 300 crores required for initial outlay in the second part of the Plan are expected to be got largely from external aid.

The overall picture is that external assistance in both the stages of the Plan amounts to only 2% of the national income, the rest of the expenditure being met from the internal resources of the country.

Finally, what are the prospects of economic prosperity held out by the Plan ? Surely the prospects are neither high nor spectacular. By 1955-56 it is expected that the daily ration per unit will be increased from 12 oz. to 14·5 oz. cloth supply from 13·4 yards to 15 yards per head per year besides an export of 600 to 700 million yards. Cotton imports will be reduced to 0·7 million bales, jute to 1·2 million bales, while the availability of sugar would rise from 6·3 lbs in 1949-50 to about 8·3 lbs in 1955-56. The increase in the output of basic industries such as steel, cement and aluminium will not be sufficient to meet the needs of the country. But with the additional industrial production and power the foundations of rapid industrial development will have been laid in the meantime.

"The Plan will thus restore a measure of stability and balance in the economy. With all round increase in production we will be able to increase our exports. More exports will enable us to buy a larger volume of goods from abroad. More imports and greater internal production will thus make the necessities of life more plentiful."

3. THE FIVE YEAR PLAN—a criticism.

Outline.

1. Introduction.
2. Public criticism of the Plan.
3. Its aims, objects and their defects and merits.
4. Foreign capital aid.
5. Conclusion.

The draft of the Five-Year Plan has been before the public now for about a year. It has been studied, discussed and criticised. Different opinions, both favourable and unfavourable, have been expressed. Some have even described it as purely academic and impracticable—not worth the paper on which it is published. Others see in it the pattern of a prosperous, wealthy and glorious India.

Truth lies midway. There is certainly not much in the plan to enthuse over or hope for a complete rejuvenation of India in the next five years. At the same time it is a perversion of truth to call it worthless and impracticable. The fact is that the plan is a modest one. It is realistic and does not aim too high. Being the product of a democratic government it does not envisage revolutionary changes brought about by plans in totalitarian states like Italy, Germany and Russia.

This point needs elaboration. Those who looked forward for complete nationalisation of industries and expropriation of landlords are bound to be disappointed with the Plan. The Plan contemplates a sort of mixed economy, a combination and co-operation of Government resources and private enterprise. This is particularly true in the sphere of industry where Government assistance will be only to the extent of 100 crores of rupees, *i.e.*, 6·7% of the total contemplated expenditure. But in regard to agriculture the approach is decidedly towards a socialist-cum-nationalised pattern. The Plan formulates schemes for large scale collective farming and co-operative village management.

The makers of the plan deserve praise for giving agriculture the pride of place in the reconstruction of the country's economy. And for that purpose the Plan allocates the greatest amount of money 450 crores, *i.e.*, 30·2% to the development of irrigation and power. This is striking the nail on the head, though its immediate results may not be very attractive. It is estimated that if the Plan is implemented the quota of food ration per adult will be increased from 12 oz. (1950-51) to 14·5 oz. This is certainly not a very gratifying achievement in itself but it becomes quite gratifying when we recollect the 14·5 oz. per unit in 1955-56 will be largely our country's product. That is, there will be no need for food imports any longer.

The increase in cloth also will not be spectacular. Instead of the present 13·4 yards per head there will be 15 yards, besides 600 to 700 million yards for export. This is really a much lower target than that of earlier Plans. The Gandhian Plan of 1944 promised 20 yards of cloth per head while the Peoples' Plan placed the figure at 50 yards. On the other hand the Plan would not make the country self-sufficient in basic industries such as steel, cement and aluminium.

The Plan has also been criticised for the small amount (120 crores, *i.e.*, 8·3%) on education which is one of the most important aspects of a nation's development. The only answer that may be given is that the greater urgency of other problems and the limited resources do not permit a larger expenditure on this head.

The financial aspect of the Plan has provoked the bitterest criticism. Some point out that the total amount of 1793 crores is too small a sum for producing any appreciable rise in the standard of living of such a big country as India. Others hold that even this sum is too big and may not be available for the implementation of the Plan. In this connection it may be recalled the Gandhian plan envisaged an expenditure of only Rs. 3500 crores while the Bombay Plan and the Peoples' Plan involved an expenditure of Rs. 10,000 crores and 15,000 crores respectively. It is quite easy to frame a grandiose scheme if finance is no consideration, but proper planning requires a realistic approach to the problem and a correct estimate of the maximum resources available. India's standard of living is so low that further taxation, involving suffering and sacrifice will be not only unwelcome but ruinous. Even through individual savings and loans the Government cannot hope to get more money for its new schemes. Hence a costlier scheme is out of the question for the present.

Of the total expenditure of 1793 crores, 1493 crores are to be spent in the first five years and the balance of 300 crores is to provide the initial outlay during the second stage of the Plan. Of the 1493 crores the Centre is expected to provide 641 crores, the states 480 crores, the food loan from U. S. A. and aid under Colombo Plan 82 crores and the balance of 290 crores is to come from our Sterling Balances. The sum of 300 crores for the second part of the Plan is also expected to be obtained from abroad.

Thus it is clear that the Plan cannot be implemented without foreign assistance but in the present economic and political set-up of the world, under-developed Asian countries have to look forward to foreign capital to set their own economy in order. Whether this attaches with itself foreign domination in a disguised form or some other political motives cannot be clearly said at present. So far as India is concerned she is receiving foreign aid without any political strings attached to it.

The Five-Year Plan is neither perfect nor spectacular. Yet it has enough to commend itself. It is not a paper plan. It is going to be put into execution. It is showing the way for further development. It may prove the modest pioneer of greater and more ambitious plans. It deserves public support and co-operation. It has to succeed, if India is to build a sound economy.

4. INFLATION

(*Bombay University I. Com.*)

Outline

1. Introduction : What is inflation ?
2. Its effect on the life of the people.
3. Its causes.
4. Its remedies.

5. Conclusion—Is inflation always a misfortune ?

In the strict economic sense the term inflation stands for an abnormal increase of the currency in circulation in a country at a particular time. But in common parlance it implies an abnormal rise in prices leading to a corresponding rise in the cost of living.

Inflation hits people hard. When prices rise the average man finds his income proportionately reduced. Commodities become dearer but money gets cheaper. The face value of the currency, of course, remains the same but its purchasing power is reduced. This naturally results in great hardships to people, especially those with fixed incomes. There is a general demand for rise in wages and salaries. At the same time black market comes into being and unscrupulous businessmen make large profits by hoarding and selling at abnormal prices.

Inflation is usually caused when there is a great gap between supply and demand. As the demand is much greater than supply, prices quickly shoot up. Normally the two factors remain more or less balanced but this equilibrium is disturbed in the event of a war, famine, earthquake or some other crisis in the country or outside. Of these the outbreak of a war is the most significant. As soon as a war, especially a world war, breaks out, international trade and commerce receives a great blow. Imports and exports are hampered, causing shortage of supply. Secondly the energies of the nations at war are diverted from the production of consumer goods to that of war material and armaments. Thus the supply of the necessaries of life such as food, textiles and others is greatly reduced. Moreover, the fighting nations draw upon this short supply of consumer goods to meet the requirements of the armies in the different theatres of war. Thus, on the one hand the supply is reduced but on the other the demand is greatly increased.

The history of the two world wars has clearly shown how they caused serious inflation all over the world. U.K., the Middle East, Europe, China, India and many other countries were badly hit by rising prices. Some of the worst instances of inflation, during the last world war, were seen in the Middle East, China, Burma and France.

Another cause of inflation is the issue of a large amount of paper currency. During a war governments make large purchases but they make payment in paper currency. When such currency floods the market its value rapidly declines. This is what happened in India during the last war, when one-rupee paper notes were issued for the first time.

Several steps can be taken to check inflation. One of them is strict rationing and price control. Its success is borne out best in U. K. where rationing has worked better than in any other country. But this is only one of the measures necessary to combat inflation. Another is the withdrawal of the excess of paper currency in circulation. This naturally raises the price of currency in the market. In the same way the Government should take steps to reduce the purchasing power of the average consumer, especially those who amass fortune by dealing in black market. This is usually done by increased taxation and borrowings from the public. The Indian Government took the right step some years ago in demonetizing high denomination notes and in imposing Excess Profits tax. Floating of loans and encouraging Savings deposits with the Governments are also very helpful methods.

The best means, however, to combat inflation is to increase production in the country or import goods so long as a country cannot attain self-sufficiency. When goods are in plenty, prices are bound to fall and black market will lose its charm.

Inflation is not always a misfortune. If it is slow and steady it is a sign of the rise of standard of living. High prices prevailing in countries like U.K. and U.S.A. do not show that they are simply victims of inflation. They rather reflect the higher standard of living their people enjoy.

5. INFLATION IN INDIA.

Outline.

1. Introduction—the history of inflation.
2. Its causes.
3. Steps to combat inflation.
4. Conclusion—the present position.

For the last ten years India has been in the grip of an increasing inflation. The rise in prices began with the outbreak of the World War and by 1945 the increase was 150%. The price index in that year was 244·4. Though the war came to an end, the end in the rising price spiral was nowhere in sight. On the contrary, the price index continued to shoot up. In 1948 it was 361 and in the following year it stood at 381·1. Towards the end of 1949, however, there was a drop of 12 points but in 1950 it rose to 412·6, while the peak figure of 457·5 was reached in April 1951. By January 1952 it fell to 428 and as we write this there are signs of a much further fall.

The chief cause of the inflation was the World War, but several other factors kept the price level high even after the end of the war. Before India could recover from the shattering effects of the war there came the tragedy of the partition of the country. Apart from dislocating the economy of the country the partition loaded us with the huge task of feeding and clothing 80 lakhs of refugees. Besides, the partition resulted in the loss of a large area of jute, cotton, rice and wheat fields. To this was added the difficulty of transport.

Nature was equally cruel to us during these years. Food crops failed in large parts of the country on account of insufficient rains, complete drought or heavy floods. Thus the shortage of food supply continued and prices tended to rise.

Another great factor was the devaluation of the rupee, following the devaluation of the pound in September, 1949. Pakistan's refusal to devalue her currency and this had a very adverse effect on our country's trade and economy. There was an immediate rise in the prices of jute, cotton and textiles.

The Government took some steps but before they could bear much fruit the Korean War broke out and made matters worse. The rise in prices on account of this crisis, however, was only 10% in India whereas in some Europeon countries it was 30%. Meantime the rearmament campaign in America and Europe developed into full swing causing a great rise in world prices of import and export goods and material.

The Government of Free India was alive to the seriousness of the situation all these years and continued to take various steps to combat inflation. Rationing of foodstuffs and price control was enforced more rigorously, but this in itself yielded no satisfactory results. Certain other measures discussed below appear to be more promising.

There are only two chief ways of fighting inflation : one is reduction of the purchasing power of people and another is the increase in the supply of consumer and other goods by means of greater production and increased imports.

As regards the first plank of this policy the Government have taken several steps to reduce the amount of money in circulation. The issue of paper currency has been restricted, while the demonetization ordinance of 1949 unearthed a lot of black money. Taxation has been increased in the case of big businessmen who have to pay advance tax under the scheme of provisional assessments. Further, the Government have imposed a limit on the distribution of dividends by companies to shareholders. Import duty has been imposed on luxury goods like liquor, tobacco, cars, silk and fine cloth. In addition an intensified savings drive has been going for the past few years. Thus the Government have been able to borrow a lot of money from the public in the form of securities, cash certificates etc. The raising of interest rate from 3% to 3½% by the Reserve Bank of India in November 1951 was a great step in checking inflation. Finally public expenditure, including capital expenditure has been curtailed as far as possible.

The campaign for the increase of the supply of goods has been equally active. In the first place the import policy in regard to machinery, raw material, cotton yarn, and food has been greatly liberalised. On the other hand there has been a great increase in export duties. The duty on hessian has gone up from Rs. 80/- per ton to Rs. 350/-, that on groundnuts from Rs. 80/- per ton to Rs. 150/-. In coarse and medium cotton there has been a rise from 10% to 25%, while new duties have been imposed on oil-seeds, vegetable oils, iron and steel.

Incentive to internal production is given in the form of increasing relief taxation from 1947-48 to 1950-51. All new industrial undertakings have been exempted from tax for the first three years of their existence. As a consequence thereof industrial production has increased in almost every field. The following table will indicate the degree of this increase :—

	1951	*1950*
Cotton	4080 million yards	3614 million yards
Coal	3·4 million tons	3·2 million tons
Cement	3½ million tons	3 million tons

The total output of sugar is 11 lakh tons, that of jute 6,000 tons more in 1951 than in 1950, while India has attained self-sufficiency in salt.

As we view the situation against this background the sharp fall in prices in March 1952 after the Interim surplus budget of Mr. Deshmukh does not seem to be very surprising. Prices continue to fall, though businessmen are clamouring against what they call a slump. We have to watch and see before pronouncing any final opinion. That the prices will come to the 1939 level is certainly impossible but it is quite probable that they may go back to the pre-Korean War level or even slightly lower. If that happens, we shall have to call the anti-inflation drive of the Government a success to a certain extent.

6. INDUSTRIAL PROGRESS IN INDIA.

Outline.

1. Introduction.
2. Indian industries before British rule and their decay.
3. The growth of modern Indian industries.
4. The role of the two World Wars.

5. The present position.
6. Conclusion—future prospects.

Few now dispute the fact that before the advent of British rule Indian industries were in a very flourishing condition. Indians had attained a high degree of skill and efficiency in their handicrafts. Around 1800 A. D. Indian handicrafts and other industries consisted of cotton textiles, woollen textiles, metal ware and ship-building. India was a self-sufficient country in those days and her industrial products were sold in far off world markets.

By the middle of the 19th century, Indian industries began to decline rapidly under the stress of the import of Europeon, chiefly English goods. Indians began to be attracted by the machine-produced cheap western goods and native handicrafts languished. The indifference of the East India Company and later of the Indian Government struck a death blow to indigenous industry.

It was only towards the last quarter of the 19th century that Indian industries began to revive, but for a long time they were Europeon owned and managed. The industries to develop first were indigo, coffee, jute and cotton textiles. There was, however, small progress till the beginning of the present century.

With the dawn of the 20th century India rose from her long industrial slumber. Indian public leaders made the problem of industrial growth a great political issue. People like Dadabhai Naoroji, Ranade and others exhorted their countrymen to embark upon industrial undertakings. The Swadeshi movement gathered momentum and many enterprising Indians started industrial ventures. Some of those industries failed to take root but, on the whole, good progress was made in cotton and jute, while the establishment of Tata Iron and Steel Company in 1912 proved a landmark in Indian industry. During the first fourteen years of the century the number of mills increased from 368 in 1900 to 495 in 1910. The number of mines rose from 58 in 1900 to 207 in 1914.

The first World War gave a great fillip to Indian industries. The greatest progress was made in Bombay in the sphere of textiles, paper and oil. In Bengal, jute and coa industries developed while in Madras notable strides were taken in leather, soap and shipping. Industrialists made large profits, which they invested in expanding their industrial concerns. Gandhiji's Non-Co-operation and Swadeshi movement proved an additional help.

The boom period lasted till about 1920, after which depression set in. The slump was accentuated a great deal by the famous Wall Street Crash in 1929. Prices fell, in certain cases, by 50% and the growth of industry was considerably hampered.

The slump lasted for about ten years and it was only around 1932 that industry began to show signs of recovery. This upward trend continued till with the outbreak of World War II Indian industry began to develop by leaps and bounds. Production and exports increased to such a large extent that India not only wiped off its debt of 46 crores of rupees to England but accumulated to its credit Sterling Balances to the tune of about 1,700 crores. Thus for the first time in modern history India became a creditor nation in the world market. This extensive development was achieved by expanding old industries and starting new ones like motor engine munufacture, air craft and ship-building industry, cycle and locomotive manufacture.

During the post-war period, heavy taxation, especially during 1946-47, partition of the country, influx of refugees, difficulties in replacement of worn out machinery, rising cost of living, demand for higher wages and consequent strikes and lock-outs resulted in a considerable decline in production. On top of it the Government's plans to nationalise industries discouraged further adventure in the field. Capital became shy and nervousness prevailed in the money market.

During the past two years, however, the situation has begun to improve. The Government has explained its policy in regard to industries and the proposal of nationalising them has been shelved for the time being. Only in certain key industries government control continues to be exercised. Meantime the Five-Year Plan, though giving top priority to agriculture, has allocated 100 crores of rupees to the expansion of industry, which is, therefore, largely going to be developed through private enterprise.

There is infinite scope for the growth of industries in the country. Already cotton, iron, steel, coal, jute, cement, sugar and tea industries have grown considerably. Chemical and engineering industries are also coming up. Some of the latest developments like the Chittranjan Locomotives in Bihar, the Sindri Fertiliser Factory, the Atul Products (dyes, chemicals and pharmaceuticals) are a very encouraging prelude to the future of Indian industry. The prospect of foreign capital and technical aid and plant and machinery are expected to increase the face of industry in the near future.

7. NATIONALISATION OF INDUSTRIES

Outline.

1. Introduction.
2. Advantages of nationalisation.
3. Possible objections and disadvantages.
4. Conclusion.

'Nationalisation' stands for taking over of business or property belonging to private individuals by the State and the running of it in the larger interest of the country. The idea of nationalisation is neither very recent nor very strange. In fact even during the period of British rule in India nearly all the railways were nationalised. The Socialist government of England nationalised the coal, iron and steel industries and the railway transport system. This caused a good deal of uproar in the conservative circles in England but it is interesting to note that with the return of the Conservatives to power the policy of nationalisation has only been slowed down not reversed.

With the advance of socialist doctrines nationalisation seems to be inevitable. Even if a country does not fully accept the socialist form of economy it may desire nationalisation of the key industries of a country.

There is much to be said in favour of the policy of nationalization. Nationalization eliminates cut-throat competition and the other evils of private enterprise. If production is in the hands of private individuals there cannot be any large scale planning for the country as a whole. The private businessman or industrialist is guided by only one motive—his own gain—and therefore he does not care for the needs of the consumer or the economic well being of the country. On the other hand he employs all kinds of devices such as cut-throat competition, underselling etc., and thus creates a demand for his own goods, no matter how inferior they may be in quality. Nationalisation is a safeguard against the dangers and evils of unchecked selfish private enterprise.

Nationalisation by eliminating the profit motive succeeds in making goods cheaper and improving their quality. As the word itself suggests this policy is directed towards national gain and not private prosperity. For instance, the London underground transport system was nationalised about twenty-five years ago and now it is the best and the cheapest means of travel in London.

Nationalisation presupposes a large and central planning. Nothing is produced which is not needed by the country as a whole. Thus there is no surplus and no waste. The success of nationalisation has been demonstrated in Fascist Italy, Nazi Germany, quasi-socialist England but most of all in Soviet Russia. Russia could carry out its huge five-year plans only by nationalising its industries. And to-day Russia is a first-rate industrial power, in spite of the great havoc and loss it suffered during the last world war.

Nationalisation is a boon, especially in a crisis like a war. If all the important industries are under state control, the fighting forces do not lack equipment or armaments. The capitalist cannot always be trusted to be patriotic enough to place the interests of his country above those of his own. This was the experience of Lloyd George when he was War Minister during the World War I. During World War II also there was something very much like nationalisation even in countries like U.K. and U.S.A.

Now the other side of the medal. Critics of nationalisation hold that a modern State, which has so many functions, cannot be expected to run intricate and large scale industries as efficiently and economically as expert private businessmen. There is some truth in this argument because it is not always possible for the State to have the necessary number of experts and sufficient knowledge of business in order to take over big industrial concerns. But this difficulty is felt only in the initial stages of nationalisation. In the long run state industries are controlled as efficiently as any private enterprise.

Another objection to nationalisation is the bureaucratic control of national life. This is what has happened in Russia. Since the commissars run all industries, they are everywhere and the private individual has no initiative, no voice in anything. He is only to carry out orders. Lastly it is said that nationalisation almost always leads to Communism, which, as most of us know, is a mixed blessing.

In conclusion, it is clear that the positive side of nationalisation is heavier than the negative one. That is why most countries in the world, whether socialist, communist or democratic, are adopting nationalisation of industries in some form or other. Private enterprise has been weighed and found wanting. And now nationalisation is on its trial.

8. NATIONALISATION OF INDUSTRIES IN INDIA

(*Bombay University B. Com.*)

Outline.

1. Introduction.
2. The early history of nationalisation.
3. The Industrial policy of the present government.
4. Conclusion.

That nationalisation of industries is necessary in a planned economy and leads to the rapid prosperity of a nation is not challenged by modern thinkers. In fact, the success of nationalisation in U.K. and Russia has encouraged most leading Indians to advocate the introduction of this policy in their country also. But the adoption of this policy is full of many complications and difficulties.

Up to 1940 state control of industry in India was very nominal ; the principles of *laissez faire* continued to be in operation with certain minor modifications. But towards the end of the second World War it became evident that industrial progress could not best be achieved by mere unregulated private enterprise.

In April 1945 the Government of India announced the proposal of controlling twenty major industries and the nationalisation of important industries like aircraft, automobiles, chemicals, iron and steel, transport vehicles, electrical machinery etc., provided adequate private capital was not forthcoming for them. But owing to the political developments in the country, these proposals could not be implemented.

Meantime, the prospect of nationalisation in the near future had a damping effect on industry. Indian capitalists were reluctant to invest further capital for expanding the existing industries or embarking upon new projects. Several other factors such as the partition of the country, the influx of refugees, excessive taxation under the notorious Liaquat Ali budget and frequent strikes brought about a considerable fall in industrial output. The Government of free India, therefore, decided to confer with prominent industrialists and representatives of labour, and make a clear statement of their Industrial policy and thus remove the prevailing uncertainty and apprehension in the minds of industrialists.

The Government declared their Industrial Policy in April 1948. The most important feature of the policy was postponement of nationalisation for the present. This allayed the fears of the industrialists and they showed willingness to make fresh investments. The other chief points of the policy are :—

(*i*) That the Government shall have the sole monopoly of the manufacture of arms, ammunition, and the railway transport system.

(*ii*) That the State shall be responsible for the establishment of new undertakings in coal, iron and steel, aircraft, ship-building, telephone, telegraph and wireless apparatus, excluding radio receiving sets and mineral oils.

(*iii*) Existing undertakings will be allowed to develop for ten years and thereafter their position will be reviewed.

(*iv*) The State shall continue to exercise control over electric power and the rest of the industries will remain open to private enterprise, subject to a certain degree of control regarding their location.

The Government also set up a *Central Advisory Council of Industries* to furnish advice on industrial matters and to review from time to time the production of major industries. The Council has since been replaced by a *Development Committee on Industries.*

The Five-Year Plan also does not envisage nationalisation of industries for some time to come. In fact only a small sum of 100 crores has been allocated to industrial growth ; further capital, it is expected, will be forthcoming from private enterprise. But the Government will plan, control and co-ordinate the expansion of industry in the public and private sectors. This means that private enterprise will not be unregulated and unchecked ; it will have to function in the best interests of the country. "Private enterprise", says the Commission report, "like any other institution, will endure and justify itself only to the extent to which it proves to be an agent for promoting the public good."

Advocates of complete nationalisation may find fault with the above policy and call it half-hearted and weak. But it should be realised that the economic condition of the country needs immediate expansion of industries and it is not in a position to sustain any decline in production which is sure to result temporarily from nationalisation. Secondly, there is a dearth of technical and experienced personnel with the Government to take over immediately all the industrial undertakings of the country. Lastly, the present Government wants to move slowly and cautiously. But the pace for nationalisation has already been set. Complete nationalisation is only a question of time.

9. INDIAN VILLAGE INDUSTRIES

Outline.

1. Introduction : Cry for industrialisation in India.
2. The necessity of village industries.
3. The state of village industries.
4. If revived they will increase the purchasing power of the villager.
5. They will also provide employment to villagers.
6. The dangers of too rapid industrialisation.
7. Conclusion.

Although India has huge centres of modern industry at Calcutta, Bombay, Ahmedabad, Jamshedpur, etc., the fact remains that, judged by modern standards, India has a highly unbalanced economy. In other words India is much more agricultural than industrial : nearly eighty per cent of the population depend on agriculture for their livelihood. All over India there is a cry for industrialisation. The Indian Government's Five-Year Plan has noted this fact and emphasised its importance.

The revival of village industries has always been one of the constructive aims of the Indian National Congress, although it has not overlooked the need of large-scale industrialisation. The All-India Spinners Association has devoted itself to the task of reviving the native spinning and weaving industries. Its efforts have not been unsuccessful so far, although they have necessarily been limited in scope.

Mahatma Gandhi, in particular, always stressed the importance of cottage industries in the economic recovery plan of the country.

Foreign observers have often been struck by the paradox of India's economy—a combination, as it is, of bullock-carts and motor cars. As a matter of fact India even now has an essentially rural economy which is gradually yielding to urbanisation and industrialisation. The majority of the population live in villages, and most of the villages were, up to a recent date, self-sufficient. The village potter, weaver, cobbler, smith, *bania*, barber and *sahukar* practically satisfied all the needs of the simple villager. And Indian economy remains to a large extent the same, even today. The weaver may not have flourishing business any more, but the others even now make their two ends meet.

Under these circumstances the Indian politician and the Indian capitalist find themselves in a peculiar difficulty India's problem is mainly the problem of the Indian villages. It not much use manufacturing motor car for the villagers when they can buy and use only bullock-carts. Many of the luxury goods, toilet articles of superior varieties, for example, cannot find many ready purchasers in India. Huge industrial combines may easily discourage the village industries without being able to take India much farther on the way to prosperity. The agents of the East India Company ruined the weaving industry in Eastern Bengal in order to create market for British cotton industry but that only upset the economy of rural Bengal. The Indian villager lacks purchasing power and has a very low standard of living. Rapid industrialisation is, therefore, not practicable in India, unless we recognise the importance of reviving the village industries.

As a matter of fact the two can go hand in hand. Whereas it is very necessary for India to develop basic industries such as defence industries, power, mining, metallurgy, heavy engineering, machinery, transport, chemicals etc., it is also necessary (or will be so for several decades to come) to revive cottage industries so that overall income of the averge villager may increase and he may have more purchasing power.

Even Mahatma Gandhi had admitted the necessity of starting basic industries—only he wanted them to be owned by the State. Apart from these, all the other industries should be, in his opinion, organised on the basis of village industries. He had gone so far as to admit that these village industries may use electrical power: "If I could have electricity in every village home, I shall not mind villagers plying their implements and tools with electricty."

There is a very strong case, indeed, for reviving the village industries. The average villager does practically nothing for some months in the year when there are no agricultural activities, for in India, agriculture depends very much on seasons. If such a man could be taught to take to some simple kind of cottage industry like wood work, leather work, carpet making, button-making, weaving, paper-making etc., he could certainly add considerably to his income. He could also find it easier to keep away from the vices encouraged by idleness—extravagance, borrowing, litigation etc.

Apart from such economic and social considerations there are other considerations which should make the Indian statesman pause before he advocates the policy of rapid industrialisation. The rapid and ill-planned development of large cities, the growth of slums and all the attendant vices of slum life, excessive mechanisation leading to insecurities of all kind—all these evils of industrialisation must be kept in mind. India cannot afford to repeat the errors of the Western countries.

In India we should start with what we have and should not try to thrust upon Indian economy a foreign method of production too hastily. It is not meant that Indians should continue to be producers of raw materials for the industries in the West. Far from it. Only it is pleaded that it is not essential for human happiness and progress to have indiscriminate industrialisation in India, to upset our ancient and peaceful order of living. Unless the State is a socialist one, industrialisation in modern times can mean only one thing—the evil of organised and greedy capitalism.

Mahatma Gandhi's idea was that the revived village industries should, as far as possible, be co-operative concerns run by the *Gram Panchayat*, although the Mahatma was not opposed to private enterprise as such. In many villages in India Co-operative Credit Societies are doing excellent work in financing and directing village industries and marketing the produce. We need this kind of work—on a much vaster scale planned by a central body which can look far ahead and plan for a large future. The present Government of India, it is believed, is fully alive to the need of such a policy. As the foreigners have gone, our leaders, now at the helm of affairs, are rightly engaged in co-ordinating, as far as possible, large-scale industries with the revival of native cottage industries. It is hoped that if the present policy is rightly worked out the country has a bright economic future.

10. THE INDIAN FILM INDUSTRY

Outline.

1. Introduction.
2. Its origin and history.
3. Present position.
4. Its difficulties and drawbacks.
5. Suggestions for improvement.
6. Conclusion.

Millions of people in our country flock to see motion pictures but few have any idea of the great labour and resources which are required for their production.

It was in July, 1896 that the first movie, an American production, was shown by Lumiere Brothers in Bombay. For the next 17 years only foreign films were screened in the country.

The father of the Indian Film Industry was Mr. D.G. Phalke, who produced the first Indian movie, "Raja Harischandra" in 1913, in which men acted the part of women. Silent pictures continued to be produced thereafter, but they found it difficult to hold their own against British and American films.

The year 1931 proved a landmark in the history of the industry, when "Alam Ara", the first Indian talkie. was exhibited in Bombay. It was produced by Imperial Film Co., with Master Vithal and Zubeida in the chief roles. The Indian talkie immediately became popular and successfully competed with foreign pictures. Production quickly increased and some of the outstanding Indian motion pictures came out during 1931 and 1940.

The World War brought about remarkable changes in the Indian film world. There was an increased demand for pictures and there were also many new adventurers in the field—people who had made much money in the war and who were eager to make more easy money in pictures. But shortage of equipment, raw material, government control, restrictions on the construction of new cinema houses stood in the way. Hence production fell. The situation did not improve during the post-war period either. Communal disturbances, partition, rising costs of production, labour unrest, increase in entertainment tax and other taxes, stringency in financial market resulted in falling returns in at the tax office. The industry has been, however, struggling against all these odds.

The present position is that next to U.S.A., India is the largest film-producing country in the world. From 1940 to 1949 it produced 1925 pictures as against 4248 in U.S.A., and 922 in U.K. In 1949 the number of Indian pictures produced was 289 but in 1950 it fell to 241. The corresponding figures for U.S.A. are 361 and 395 and for U.K. 132 and 125. A sum of about Rs. 32 crores is invested in the fixed assets of the industry, while the working capital amounts to Rs. 9 crores. The annual income is estimated at Rs. 20 crores. The industry employs about a lac of people, of whom 300 are producers, 900 distributors, 3000 exhibitors, besides artistes, technicians and other workers.

The chief centres of the industry are Bombay, Calcutta and Madras. Other places are Poona and Kolhapur, in Bombay State, Salem, Coimbatore and Alleppey in the South. 60% of the total producers work in Bombay which has also the largest number of studios. In all, India has 60 studios, 23 at Bombay, 14 at Calcutta, 12 at Madras and the rest at other places. The Gemini Studios in the South are considered to be the best equipped. The largest number of pictures is produced in Hindi-Hindustani. The other languages used for films are Marathi, Bengali, Tamil, Telegu and Malayalam.

The film industry is thus one of the large-scale industries in the country and yet the quality of its production continues to be poor. Indian films, with a few exceptions, have a very low standard of art and technique and consequently they compare unfavourably with foreign pictures. Their only aim is to provide cheap entertainment to the masses.

The reasons of this sorry state of affairs are not far to seek. In the first place there are far too many adventurers in the Indian filmdom. The hope of making easy money attracts a large number of people, many of whom know next to nothing about the production of a film. Secondly those who know the job have very often no money to invest. There are no special financial institutions or banking channels available for the Indian film producer. Hence most of them have to rely on the individual financier who lends money at high rates of interest, and often comes to have a controlling interest in the production. This leads to other evils.

The financier is usually a hard-headed businessman, anxious for making profits and does not bother about quality or artistic standards. His only aim is to finance a picture which should prove a box-office hit. As such there is a great demand for the few top-ranking stars who, therefore work in several pictures simultaneously. This causes great delay in completing a picture and does not leave much scope for new talent.

Another great difficulty is India's reliance on foreign countries for raw films, and of material and equipment. Every year the industry imports 20 crores of footage of raw film, 40 lac worth of sound equipment and 40 lac worth of other equipment. The countries supplying these goods are U.S.A., Canada, Belgium and Russia. Again no equipment and facilities exist in the country for producing and processing colour film. So far India has produced only a few 16 mm. colour films. The first full-length feature film in technicolour, "Jhansi ki Rnni" was produced this year by the Minerva Movietoa,e with the aid of foreign technicians.

Realising the significance of the film industry the Government set up a Film Inquiry Committee in August 1949 under the chairmanship of Mr. S.K. Patil, M.P. The Committee's report was published in October 1951. The

Committee has suggested certain steps to improve the industry. One of its recommendations is to set up a financing corporation similar to the British Film Finance corporation. This will rescue the film producer from the clutches of the greedy and cruel individual financier and make funds available to him on reasonable rates of interest. Secondly, the Committee recommends the setting up of casting bureaus and training institutions which will facilitate the discovery and training of new stars. Thirdly, a Film Council, composed of nominees of the Government and representatives of the industry, is to be constituted for advising producers and examining and approving film scripts before starting production on them. The Committee also recommends the reduction of entertainment tax to a flat level of 25% of the cost of admission and that 10% of the net entertainment tax should be used on the development of the Industry. It also suggests the relaxation of the ban on the expansion of cinema houses. Finally it draws the attention of the industry to the production of documentary and educational films.

If these recommendations are properly implemented and public co-operation is forthcoming the film industry may well look forward to a new chapter in its history.

11. NATIVE AND FOREIGN CAPITAL IN INDIA

Outline.

1. Introduction.
2. Foreign and native investments in India.
3. The merits and demerits of foreign capital.
4. The need of foreign capital for India.
5. Government of India's Industrial Policy.
6. Conclusion.

Industry depends upon capital: its expansion and improvement are largely limited by the amount of capital available for investment. Capital is thus at once the ally and master of industry. It is, however, another matter that the capital is nationalised or concentrated in private hands. Again it may be native or foreign.

Indian industry is run both by private and foreign capital. Accurate statistics are not available to determine the amount of each kind of capital. It is, however, known that the bulk of Indian capital to-day is foreign. About the end of the Second World War foreign capital was approximately £1000 millions but thereafter it has grown less. Many foreign concerns, English, American and others, have passed into Indian hands. Foreign capital is mostly invested in shipping, railways, banking and insurance compaines, tea and coffee plantations. In fact foreigners were the pioneers of Indian industry, and they invested millions of pounds in it.

There is a considerable amount of native capital also in Indian industry but it is certainly less than its foreign counterpart. The position, however, has been fast improving, especially since the end of the War and the independence of the country. Indian capital came into the field around 1914 when the total investments amounted roughly to 80 crores. By 1930 the figure rose to 300 crores. Now it must be very much more.

India may be economically poor but there is no dearth of capital. Crores of rupees remain hidden in safety vaults or lie dormant in the shape of gold ornaments and jewellery. Indian capital is rather shy and unadventurous. People are generally suspicious about embarking upon new undertakings and investing their money in them. This is partly due to their lack of education and want of business enterprise. Business is limited to a small number of people the majority deriving their subsistence from agriculture. Most of the educated middle class people run after Government and other kinds of service. Only about 8% of the total population of the country is engaged in business. Things are, however, changing and business is attracting an ever increasing number of people.

Foreign capital is a doubtful blessing. It has certain obvious disadvantages, though there are also some compensating benefits. Foreign capital can come in two forms, as loan and as investment. In the former shape it does not involve any danger : only a certain amount of interest has to be paid till the loan is cleared. But foreign capital in the shape of investment leads to economic domination and exploitation. The investor comes to have complete control of the industry and the share-holders (who are all foreigners) earn fabulous dividends. This is what happened in India during British rule.

On the other hand, foreign capital, coming in any shape, does tend to increase the national income to some extent. It gives employment to labour and other native workers, though the key-posts in the industry are the monopoly of the foreigners. It also provides a certain degree of technical knowledge and training to the native though, here again, the top secrets of the industry are not disclosed to them. Above all, the foreign investor should be given credit for facing the initial risk of launching a new business and thus encouraging native capitalists to follow suit.

In the present economic set-up of the country, India needs huge capital, both native and foreign. The success of our Five-Year Plan and other multi-purpose projects depends upon the availability of capital. Immediately after the dawn of independence, capitalists, especially foreign, felt insecure and panicky and apprehended a rapid nationalisation of industries. Hence they sold off their concerns to Indians or entered into alliance with Indian big business. But the clarification of the Industrial Policy by the Government has allayed those fears and foreign industrialists have stopped the process of liquidating their Indian concerns.

The Government of India have welcomed the participation of foreign capital in Indian industries not only because our internal resources are not enough for the rapid development of India, but also because in many cases scientific, technical and industrial knowledge and capital equipment can be best secured along with foreign capital. But foreign capital would be welcome only on *terms and conditions that were mutually advantageous*. Some of the conditions are that 'foreign companies should be registered and incorporated in India, fifty per cent of the share in capital should be subscribed by Indians and fifty per cent of the directors should be Indians. Above all Indian personnel must be trained in technical work. The Government has also assured that if and when foreign enterprises were compulsorily acquired, compensation would be paid on a fair and equitable basis.

There was no immediate response from foreign capital to this declaration of policy. But of late, Indo-American relations have considerably improved. India has got loans for her Five-Year Plan and she may also expect the erstwhile shy and suspicious American capitalists to undertake new industrial enterprises in the country. Foreign capital is indispensable to India but it must not be allowed to have unrestricted play and thus begin a new base of foreign economic domination.

12. TRADE UNION MOVEMENT IN INDIA

Outline.

1. Introduction.
2. Origin and early history of Trade Unions in India.
3. The growth of the movement during the two wars.
4. Its position in the post-war period.
5. Difficulties in the way of Trade Unions.
6. Means of improvement.
7. Conclusion.

"A Trade Union", writes Beatrice Webb, "is an association of wage-earners for the purpose of maintaining or improving the conditions of their employment." By means of trade union factory workers, mill hands and other employees in industrial concerns are able to secure adequate wages, shorter hours of work, better housing and other amenities of life.

Trade Unions were, thus, an outcome of the Industrial Revolution in the West. In India they made their appearance only about 35 years ago. Prior to 1914 trade unions in this country were associations of a philanthropic nature organized by zealous social workers. It was only in 1918 that real trade unions first came into existence. During the war Indian industry developed a great deal but at the same time the rise in prices brought about labour discontent and agitation. Consequently, B. P. Wadia set up a trade union in Madras and Lala Lajpat Rai did the same in the Punjab. These unions proved a success from the very beginning and gave rise to other trade unions.

In 1920 the Ahemdabad Textiles Labourers Association came into being and this has been one of the most efficient and successful of trade unions in the country. The trade unions early secured the support of political bodies like the Congress, Hindu Mahasabha and the Home Rule League. In the same year (1920) the All-India Trade Union Congress was formed and six years later (1926) the passing of the Indian Trade Union Act gave a legal status to these associations. Meantime the International Labour Organisation had been set up and the A.I.T.U.C. was entitled to send its representatives to that body. Bombay became the centre of trade union activities.

Trade Unions are generally governed by two lines of thought *viz.* the Liberal viewpoint akin to a mild form of Socialism and the Extremist policy propounded by Communism. In India the Liberal ideology held the field in the beginning but in course of time Communistic ideas also gathered strength. Matters came to a head in 1929 when there was a split in the A.I.T.U C. between the Liberals and the Communists, the latter forming a separate organisation called the National Trade Union Federation. By 1938, however, the differences were patched up and the new body was amalgamated with the parent organisation.

World War II again brought about sharp differences in the ranks of the trade unionists. There was a rupture between the A.I.T.U.C. and the Indian National Congress which had so long vigorously supported the trade unions. The conflict arose on the issue of supporting or boycotting the Government's war effort. The A.I.T.U.C. maintained neutrality towards the war but a new organisation called the Indian Federation of Labour set up by M.N. Roy and J.M. Mehta gave all out help to the war.

Since the conclusion of the war the power of Communists in trade unions has been rapidly increasing. In order to counteract their influence the Indian National

Congress succeeded in forming a rival organisation under the name of the Indian National Trade Union Congress in 1947. The aim of this new body is to settle labour disputes peacefully and encourage co-operation and good-will between capitalists and employers on the one hand and workers and labourers on the other. Another important trade association to-day is the Socialist-organised Hind Mazdur Panchayat.

The trade union movement has taken root in India. In 1938 the total number of trade unions was 420 but by the end of 1949 it rose to 3150. The number of individual members is 1,960,107. In spite of these developments the movement stands in need of further growth in various ways. The membership is still small and the organisation of trade unions not always efficient and fruitful.

Trade Unions suffer from several handicaps in our country. Firstly Indian labour is mostly of a migratory nature and secondly it is a heterogeneous mass consisting of people who speak different languages and thus do not understand one another. The majority of workers are illiterate and uneducated. Hence they lack discipline and solidarity. What is worse, they cannot provide leaders from their own ranks. Trade Union leaders to-day are recruited largely from the middle class, public leaders or political opportunitists. Such people often exploit the ignorant workers for their selfish ends, so that trade unions are no better than glorified strike committees. Lastly, want of adequate funds and the opposition and intrigues of employers (who have always at their command spies and black legs), are some of the other great odds trade unions have to face.

A great deal of reform and re-organisation is called for in trade unions. In the first place their aim should not always be simply to extract higher wages by staging strikes. They should rather concentrate on increasing the efficiency of labour. Secondly they should build up their own resources and be able to find leaders from their own ranks. Other measures calculated to strengthen the movement are procuring legal safe-guards against victimisation by employers after a strike and the launching of social insurance. But more than anything else the success of the

Trade Union movement will depend on internal strength, unity and solidarity.

13. LABOUR DISPUTES*

(*Strikes and Lock-outs*)

Outline.

1. Introduction.
2. Causes of labour disputes.
3. Strikes in the post-war period.
4. Essentials of a successful strike.
5. Evils of labour disputes.
6. Government's role in labour disputes.
7. Conclusion.

Labour disputes usually take the form of strikes by workers or lock-outs by employers. Whatever the form, they arise out of a conflict between labour and capital. So they can be correctly described as the evil legacy of the Industrial Revolution. In the good old days of cottage industry and small scale production strikes were almost unknown. The cottage worker was his own master. If he satisfied his few customers his life was peaceful and smooth. With the invention of machinery and the setting up of big factories and mills, things underwent an unhappy change. The average worker lost his self-reliance. He became an insignificant and helpless clog in the vast industrial enterprise, the rich owners of which grew greedy and subjected him to cruel exploitation.

For a long time after the Industrial Revolution the lot of workers and labourers remained pretty miserable. Slowly Trade Unions and Labour Organisations came into being and the industrial employees began to present a united front to their employers. The method employed

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*Labour Disputes—*U.P., I. Com. 1938.*
Strikes—*U.P., I. Com. 1942, Bombay University.*

by them was the staging of large scale strikes. The growth of socialistic and communistic doctrines in the twentieth century gave impetus to the strike movement. With the help of this desperate weapon workers often succeeded in getting their grievances redressed and improving their wage rate and conditions of living.

At the end of each of the two world wars labour disputes became rampant. The rise in prices and fall in production with its concomitant evil of unemployment always produce grave labour discontent. Things became worse after the great slump of 1929. Similarly after the end of World War II strikes became for some time the order of the day. In 1947 there was a prolonged terrible coal strike and dock workers' strike in France. India also witnessed quite a number of strikes during this period. The lower grade postal employees staged a long strike in 1946 while the railway men have repeatedly extended the threat of a countrywide strike. The fever of strikes gripped even educational institutions where both students and teachers resorted to this method to get their demands fulfilled.

Labour disputes are unfortunate. Strikes may be common but a successful strike is a rare thing. What makes for success in this field is honest leadership, moral stamina and grit in strikers. Unhappily these qualities are often lacking. Interested and selfish opportunists create trouble. They grind their own axe and have their followers in the lurch. The story of many a strike is a sorry tale of dishonest leadership and shameless betrayals. Again, quite often the rank and file of strikers fail to show the requisite staging power. Black sheep and black legs make their appearance in every organisation. Consequently, most strikes fizzle out. Another danger is breach of peace. Once strikers grow violent, their fate is sealed.

Strikes are a double-edged weapon. They cut both ways, the strikers as well as the employers. They involve suffering, friction and waste. No strike is entirely successful. It generally leaves behind a trail of tension, distrust and bitterness. Generally employers try to victimize strikers directly or indirectly. Moreover strikes cause a great national loss. Production comes to a standstill and the country's economy is disturbed. Strikes also demoralise the workers to a certain extent. They grow greedy and try to find pretents to demand higher wages and go on strikes. The weapon of strikes is often abused.

Attempts have been made in our country and elsewhere to bring about a peaceful settlement of labour disputes. As early as 1921 a Trade Disputes Act was passed to avoid the loss caused by strikes. Later on in 1938 came the Bombay Trade Disputes Conciliation Act, which was a great improvement upon the former. During the East World War an ordinance was enacted to declare strikes illegal. After the war when depression set in and prices rose strikes again became common. But the economy of the country did not permit any such conflicts. Hence in 1947 came the Industrial Disputes Act which has recommended the setting up of Works Committees and Industrial Tribunals to look into all clashes between Labour and Capital. Fortunately the position in the country has considerably improved, there having been very few strikes or lock-outs during the past two years. If the Government exercises control over workers as well as employers and looks into the interests and grievances of both, labour disputes will decrease. In the free India of to-day both Labour and Capital have to work in close co-operation and mutual understanding in order to reconstruct the country's shattered economy.

14. THE CO-OPERATIVE MOVEMENT IN INDIA

(*U.P. Board, B. Com.*)

Outline :

1. Introduction—What is the co-operative movement ?
2. Its origin and early history.
3. Development after World War II.
4. Its advantages.
5. Scope for further development: some suggestions.
6. Conclusion.

Capitalistic enterprises are essentially individualistic in nature. The capitalist is actuated primarily by the motive of individual profit : only to a certain limited extent his activities are controlled by external factors like rise and fall in prices. Hence Capitalistic business tends to give rise to serious evils such as exploitation of the rich by the poor or cut-throat competition. The co-operation movement, on the other hand, is based on the idea of group activity in certain spheres of economic life. As such it is an attempt to remove and curtail the inherent evils of the capitalist system. In other words it is an alliance of ethics with business.

The co-operative movement first came into being in our country with the passing of the Co-operative Society Act of 1904. The ground for such legislation had been prepared by people like Sir Edward Maclagan and Captain Crosthwaite in the Punjab, Mr. Dupernex in U.P. and Mr. Lyon in Bengal. The scope of this act, however, was limited to credit co-operation and stress was laid more on rural co-operative societes than urban ones. The measure did not bring about any material progress and so in 1912 another Act was passed. This was more extensive in scope. It led to the establishment of Central Banks and Unions to finance primary societies. Socities other than credit societies were also set up. There were societies for purchase and sale of goods, insurance societies, housing societies etc.

The next important stage in the growth of the co-operative movement was the publication of the Report of the famous Maclagan Committee in 1915. As a result of the recommendations of the Report Provincial co-operative banks came into existence. The Government of India Act, 1919 made co-operation a provinclal and transferred subject. Progress was noticed on provincial and local lines. But the conclusion of the First would War and Great Depression of 1929 resulted in a great set-back to the movement.

During the past twenty years and particularly since 1940 the co-operative movement has gathered renewed strength. It has been increasingly recognised to be a great factor in improving the economy of a country. In particular it has proved a great boon to agriculturists.

Some of the chief advantages of the movements can never be too highly stressed. In the first place the credit co-operative societies and banks have, to a great extent, liberated the poor peasant from the clutches of the *mahajan*, the native money-lender. Rural indebtedness was at one time estimated to be 900 crores and it is claimed that the co-operative movement has saved about a crore of rupees of poor agriculturists. The agriculturist can never get loans on cheap rates of interest. Besides the movement develops the habit of thrift in peasants. It also helps them in the purchase and sale of their products. Lastly it is of great educational value. The system of voting and co-operative society meetings and their organisation provide sound education in citizenship.

On the whole, however, the movement has not made so much progress as is desirable. It is as yet largely an official movement imposed from without. The illiteracy and ignorance of the masses on the one hand and the indifference of non-officials and the intelligentsia on the other are great stumbling blocks in its way. The movement lacks consolidation and proper control. Its real success will come when it becomes linked with a general all round plan of economic development. Let us hope that under the new planned economy of India the co-operative movement will receive due recognition.

15. PROHIBITION

Outline.

1. The advocacy of prohibition in Europe, America and India.
2. The prohibitionist policy of the Indian National Congress since 1937.
3. How can prohibition be a success ? Government legislation and formation of healthy public opinion.
4. Is prohibition an undemocratic measure ?
5. Conclusion.

Strangely enough the march of civilization has popularized the use of liquor and other intoxicants. Nevertheless thinking persons have always condemned this practice, which is on the very face of it a great evil. Drinks undermine both physical and mental health. Drunkards contract all kinds of serious diseases and die premature deaths. Drinking is a vicious circle : it leads to a number of other vices like gambling, running into debt and womanizing.

The disastrous results of the free use of intoxicants have awakened the conscience of mankind from time to time. Prohibition—State control of liquor and other drugs—has been advocated as the best remedy of the evil. At one time drinking was abolished by law in America. India with her religious and moral culture has always looked with favour on the policy of prohibition. Most Indian leaders have been perfect teetotallers. In modern times the greatest advocate of prohibition in our country was Mahatma Gandhi. In all the freedom movements he launched one important item was the boycott and closing down of liquor and toddy shops. Both in 1920 and 1930 such shops were picketed.

In accordance with its election manifesto, the Indian National Congress, on assuming office in 1937, lost no time in introducing prohibition in some parts of the country. A few districts in the Uttar Pradesh and Salem in Madras State went dry. As the Congress Party withdrew from the State legislatures at the outbreak of World War II, the prohibition project fell through. With the dawn of freedom prohibition has been revived. The Congress is keen on honouring its pledge of removing the drink evil. Already the district of Rohtak in East Punjab, Kanpur, a great industrial centre in the Uttar Pradesh, Bombay and some other places have gone dry. Schemes to enforce prohibition in other parts are well under way. Drinking is being discouraged even in the Army, where at one time drinks were regarded as indispensable. So far as practicable drinks are not served in Government parties and dinners.

During the last two years, however, prohibition has suffered a set-back in our country. The Government is facing increasing financial stringency. New taxes are being imposed and railway fares increased. The reserve funds of the government have greatly been reduced. In such circumstances it is not possible to incur the heavy loss of revenue which prohibition involves. Hence, for the time being the idea of extending prohibition to the whole of India has been postponed. But as soon as Government finances improve the prohibition drive will be resumed in full swing.

Prohibition is a difficult task. Government legislation alone cannot root out this vice. The support of the people is absolutely essential. The first step is to create a strong public opinion in favour of prohibition. This can be done by means of skilful propaganda on psycholgical and scientific lines. Leaflets, pamphlets, booklets, posters, public lectures about the utility of prohibition should go a long way in changing people's outlook.

It is a fact that every law can be reduced to a farce if the people are not convinced about its utility. Hence, prohibition, without the support of the public, is like putting the cart before the horse. America is a case in point. The state began to control the use of liquor without first creating a healthy public opinion in favour of the measure. Consequently, the policy proved an utter failure. Smuggling and corruption became rampant. Things came to such a bad pass that prohibition had to be withdrawn. We do not want to invite the same disaster for prohibition in our country.

Some people regard prohibition as an encroachment on the liberty of the individual. Drink, it is contended, is a personal matter, as food and clothing are. If the state can prevent a man from ruining his health by drink it should also make law against overeating or the use of tea, cocoa and tobacco, which too, according to medical opinion, undermine health. Is it not strange that man has the liberty to spoil his digestion but not the freedom to take wine which, if taken in moderation, improves rather than injures health ?

The anti-prohibitionists raise a highly controversial issue—the problem of personal liberty. The liberty of the individual is a precious privilege, but it is impossible to define it clearly. It is difficult to draw a line between personal liberty and social liberty. The state which cares for the greatest good of the greatest number cannot respect the sentiments of a handful of sober lovers of drink. Generally drink becomes a vice. though some exceptionally self-disciplined people may take it in restricted quantities without much harm. As such the state is justified in enforcing prohibition.

16. PRICE CONTROL

Outline.

Introduction. What is price control ?

1. Is Government justified in introducing price control ?
2. Price control is a blessing in abnormal times.
3. Price control in India during and after the World War.
4. Price control is ineffective without strict rationing and control of supply of commodities.
5. Conclusion.

In normal times the price of an article is determined by the laws of supply and demand, but if the same factors are allowed to operate in abnormal times, prices generally rise very high. Hence Government fixes the prices of essential goods. The intervention of the State in the determination of prices, by means of legislation, with a view to raising, lowering or stabilizing them is known as price control.

Opinion is often sharply divided on Government's right to regulate prices. It is held that the State should not interfere in the working of the economic laws which determine prices. This is possible only when conditions are normal, but in an emergency, like a war or famine, State interference is inevitable. In case otherwise. prices shoot up and people are subjected to untold sufferings. Price control, it is true, means curtailment of individual freedom, but it saves people from great misery.

During a war and some time thereafter prices of all necessaries of life soar so high that the ordinary man finds himself on the verge of starvation. The steep rise in prices is due to several causes. Inflation, shortage of production, transport difficulties—all these affect the price level very seriously. The lessons of the two World Wars are too important to be overlooked. India is still suffering from inflated cost of living.

Not long after the outbreak of the Second World War, the Government of India passed a series of Ordinances to fix the prices of essential commodities such as rice, wheat, flour, sugar, kerosene, paper etc. The intention of the Government was good, but owing to the greedy anti-social outlook of the Indian merchants and businessmen, the policy of price control proved an utter failure in the beginning. The moment the price of an article was fixed it disappeared from the open market, though any quantity of it could be had at an exhorbitant price in the black market. In the battle of bread the Indian 'Bania' as Mr. J. Mehta put it, beat the British.

The fact is that price control will always prove ineffective unless the State can also control the supply of commodities and their proper distribution. Rationing is an inevitable corollary to price control. And rationing too will fail unless hoarding, profiteering and black-marketing are severely rooted out. The two sides of the problem are interdependent. Proper rationing leaves little or no room for hoarding and exessive profiteering and *vice versa.*

The Government of India realized soon after issuing Price Control Ordinances that they would defeat their purpose without strict rationing. Prices continued to rise. In December 1939, the weekly index number rose to 139·9; by June 1943 it went up to 155·2 and by November 300. When rationing was introduced prices were stabilised to a certain extent. Black-market and hoarding too were partially checked, for people do not grow panicky or greedy when they are sure to get at controlled rates all their necessaries for the mere asking.

The War is over and the country has attained freedom but inflation and rising cost of living still torment people. In fact the price level of 1951 stood much higher than that of the previous years. There is artificial scarcity of many goods. The War has corrupted businessmen and they do not want to reduce the margin of their profits by lowering the price level. Mahatma Gandhi correctly diagnosed this tendency in the Indian business class and he got from them pledges that they would make no undue profit if rationing and price control were removed. Consequently in January 1948 cloth and food rationing was removed, but the results were disastrous. For some time the market was flooded with food and cloth which had hitherto been sold in black-market, but after a few months prices showed a steep rise and the Government was compelled to reintroduce price control and rationing.

The real remedy of the present economic muddle is not price control of rationing. It is increased production. If the Indian peasant and the Indian industrialist produce to their maximum capacity the existing high price level would automatically come down and Government control and rationing will become superfluous. Any haste, however, in removing the existing price control will be prejudicial to the interest of the common man. The Indian Bania will not hesitate to exploit the least shortage of goods, for we know that during the Bengal Famine grain merchants sold rice in black-market at fantastic prices, and according to the report of the Wedgwood Famine Commission they made a profit of Rs. 1000 per death. Price control has been a boon for the middle and lower classes. Without this protective measure their lives during the past few years would have become intolerable.

It seems that price control will not disappear for many years to come. It has come to stay. It is easier to get into a bad habit than to get out of it. The merchant of today having once learnt to make money through hoarding and black-marketing is unwilling to unlearn this trick. Moreover as prospects of increased production are not very bright, price control has to continue. The economic condition of our country and perhaps of other countries too remains unsatisfactory. Besides the threat of another World War makes matter worse. Hence we should resign ourselves to price control as a necessary part of our lives.

17. BLACK-MARKETS

Outline.

1. Introduction
2. The orign of black-markets.
3. Black-markets in India.
4. How to remove this evil.

   (*a*) Price-control and rationing, (*b*) Severe punishments for black-marketers, (*c*) Public opinion against it, (*d*) Increased production.
5. Conclusion.

Few evils which war brings in its train are so dreadful as black markets. In a war the energies of the fighting nations are directed to the production of armraments and consequently, there follows a shortage of the necessaries of life and other consumer goods. The fundamental economic law of supply and demand begins to operate with a sort of ferocious rigidity unknown in normal times. Man's greed and selfishness come to the surface. The business community becomes eager to make large profits by means fair or foul. Prices rise and black-market thrives.

The experience of the two World Wars, in this respect, has been very bitter indeed. Everywhere in the world people have suffered either from real or artificial shortage of goods. Even in such highly civilized and well-administered countries as England and France black-marketing has been quite common. In India this dark legacy of war has been darker than anywhere else. Not that Indians are the most greedy and dishonest people, absolutely indifferent to the interest of their country, but because they were victims of their foreign masters, who pretended to be busy winning the War and did not care to check black-market. And this policy caused untold havoc and suffering. The worst phase of this evil was the tragedy of Bengal Famine of 1943—a largely man-made calamity. The Wedg wood Famine Inquiry Commission pointed out that the blackmarketers and profiteers of Bengal had made a profit of a thousand rupees per death.

The World War has come to an end, our foreign masters have withdrawn to their native shores, but black-market continues to flourish. True, it is not so extensive nor so powerful as during the War, yet, it has not been wiped out. Mahatma Gandhi persuaded the Central and State Governments towards the end of 1947, to remove price control and rationing of food and cloth, but that merely encouraged profiteering and hoarding and the Government had to revise its policy. In 1949 the country was faced with a distressing shortage of sugar, which as most of us know, suddenly went underground. Other commodities too, such as petrol, kerosene, building material, can be had in any quantity in black market, provided one is prepared to pay exhorbitant prices. The black marketer is like a man-eater who having once tested human blood would taste nothing else.

Black-markets, however, are not an incurable disease. Certain effective measures can put an end to this evil. In the first place, price control should go hand in hand with control of total goods available for distribution. If prices are controlled without adequate hold on goods, stocks, the goods will disappear from the open market. This short-sighted policy was followed by the British Government in its early attempt to check black markets. Needless to say, the policy was an utter failure. Matters improved slightly only when strict rationing was introduced along with price control. The freezing of stocks, however, is no easy matter. Unless the Government machinery is very efficient the businessman would always have the upper hand. For instance, despite the promptness of the Government, a large quantity of American goods, especially medicines, which were frozen following the devaluation crisis, went underground.

Next to strict rationing and price control, severe, exemplary punishments should be awarded to hoarders and profiteers. It is reported that in Burma black-marketing is a capital offence, and in our country, Pandit Nehru, a little before the achievement of freedom, recommended that every black-marketer should be hanged on the nearest tree. Unhappily, our government has not been able to deal with those anti-social elements so severely as it once intended to do. Somehow, the administrative machinery has grown rather lax, though we must not forget that it is largely our fault. Unless the moral standards of individuals are raised the best Government machinery will come to grief.

Punishments apart, it is necessary to create a public opinion against black-market. A country wide intensive drive to demonstrate the evils of black-markets will go a long way to improve the situation. The average citizen has to be educated in his duties towards society and State. The responsibility of rooting out black markets rests not only on the Government or the black-marketers, but also on the citizens as a whole. For instance, if the average citizen refuses to buy in black-market and launches a social boycott of black-marketers the latter will soon give up their anti-social-activities.

Lastly, the greatest blow to black-market can be dealt by increasing production and flooding the market with the goods that the consumer requires. This is the only real and permanent solution of the problem. Once goods are available in sufficient quantities, the temptation to hoard them will automatically disappear. The normal laws of supply and demand will come into force and open market will oust black-market.

During the last few months of 1951 and the early months of 1952 the Government policy of fighting inflation and black-market seems to bear some fruit. Prices have considerably fallen, imports and internal production have increased. Increased taxation and other measures have struck terror into the hearts of black-marketers. Thus it is not too much to predict that with the present slump in trade black-markets may also be rooted out.

18. AGRICULTURE IN INDIA

Outline.

1. Introduction—Agriculture, the chief occupation of Indians.
2. The present deplorable condition of agriculture and food shortage.
3. Causes of the present food shortage.
4. Suggested improvements :

   (*a*) Education of the farmer, (*b*) Better seed, manure and mechanisation of agriculture, (*c*) Co-operative farming, (*d*) Care of cattle, (*e*) Irrigational facilities, (*f*) Land reclamation, (*g*) Agricultural research.

5. Conclusion.

Agriculture is India's basic industry : three-fourths of her people are directly engaged in or dependent on agricultural or allied pursuits. India is the world's greatest grower of sugar-cane and in the cultivation of rice she stands second. In cotton she ranks next only to the U.S.A. She leads the world in the production of groundnuts and occupies second position in regard to linseed. In jute and lac India possesses world's monopoly and next to China she is the biggest producer of tea.

In the face of the above information, it is indeed a cruel irony to state that she is faced with a deficit in her food requirements. The food crisis is the outcome of a number of factors. The growing population of the country, the static nature of Indian agriculture, the indifference of the British towards the problem, the Second World War, the Japanese occupation of Burma, the creation of Pakistan, and natural calamities like drought, insufficient rainfall, floods during and after the World War—all these have contributed to the rise of the present food problem.

Indian agriculture has to be thoroughly reorganized and improved in order to attain self-sufficiency. Procurement of food-grains from peasants, rigid price control and rationing, new food substitutes and change of our food habits—these are temporary make-shifts and barely touch the fringe of the problem. The only real solution is to tackle the agriculture of the country on a scientific basis.

One of the prime needs of the hour is to launch a programme of intensive cultivation. The average yield of every crop per acre in India is not only the lowest in the world but the figures are tragic. The average rice yield per acre, for example, of India, U.S.A, Japan, Egypt and Italy are respectively about 731 lbs, 1,480 lbs., 2,307 lbs., 2,079 lbs., and 3,000 lbs. This deplorably low yield has to be speedily raised by pressing into service all the knowledge and implements modern science has placed at our disposal.

The Indian farmer is uneducated, orthodox, conservative. He is unwilling to give up the old and out of date methods of cultivation. He is, however, not entirely responsible for his unprogressive outlook. No serious attempt was made by the British to change his views and place Indian agriculture on a modern footing. The National Government alone has turned its attention to the problem.

Among many things necessary for intensive cultivation, special emphasis has to be laid on the use of better seed, chemical fertilisers, substitution of tractors for the ox-plough and better irrigational facilities. Each of these measures requires careful study and attention. For instance, some kind of Governmental control is called for to ensure the supply and use of better seed and fertilisers. Agriculturists have to be trained in the use of chemical fertilisers such as sulphate ammonia and sulphate phosphate. Again the colossal loss involved in the burning of cow dung and other animal droppings has to be checked, but this is possible only when the poor cultivator has easy access to some alternative fuel. It is gratifying to note that a huge Fertiliser Factory, at Sindry, the largest in Asia, has been completed and it is bound to prove a boon to agriculture.

The replacement of the primitive plough by modern tractors is not easy either. In the first place, an average farmer is too poor to purchase these costly implements; secondly they are fit only for large scale cultivation. Hence the amalgamation of small, fragmentary fields into big extensive farms should precede the introduction of tractors. And unless the farmer is educated, especially in the virtues of corporate and collective farming, all talk of modern agricultural implements will end in smoke. The experiment of co-operative farming in East Punjab is being watched with special interest in the rest of the country.

Hence, for some years to come Indian agriculture will continue to depend on cattle. India has more than a third of world's total cattle *i.e.*, about 255 millions. But India's cattle are the worst of the lot. The chief causes which have prevented their improvement are: (1) Refusal of orthodox Hindus to destroy old diseased cows on religious grounds; (2) Lack of food; (3) Improper breeding, especially want of cross-breeding; (4) Lack of grazing lands and unscientific method of rearing animals. Now in order to improve agriculture, we have only two courses open to us, either to rear better cattle or use tractors etc. If we are prepared for neither, doom awaits us.

Irrigation is another vital factor in the country's agriculture. The cultivator must no longer be left at the mercy of nature. Luckily, India has immense resources in water and her widespread waterways. But at present the bulk of this water runs in uncontrollable floods, doing damage to life and property. This loss of flood water has to be stopped.

India (both the Indian Union and Pakistan) has now the largest irrigation works and the longest mileage of canals in the world. But the total average percentage of area irrigated to the area sown is lower than 19. Moreover, the partition of India has deprived India of some of the biggest irrigational schemes of the world. The major irrigation works in Sind and Punjab have gone to Pakistan. Out of 14 million acres irrigated in the pre-partition Punjab hardly 3 millions lie in the East Punjab. The prospect, however, is not altogether gloomy. The Central Government have already launched such schemes as Damodar Valley Scheme, the Kosi dam, the Hirakud and Bhakra Dams etc., which can stand comparison with any of the major schemes in America or elsewhere. These multi-purpose projects will provide hydro-electric power and irrigation on a vast scale. Unfortunately, however, owing to the present economic and financial stringency work on some of these projects has been slowed down. Nevertheless the Bhakra-Nangal, Damodar and Hirakud projects have made much progress.

Land reclamation is another means to step up food production in the country. The total area under cultivation in the Indian Union at present is about 170,808,000 acres. The net area which is uncultivated, but can be classified as cultivable waste is about 62,413,000 acres, and the Government is anxious to bring this area under the plough. Special progress in land reclamation and colonisation has been made in the Uttar Pradesh, the Madhya Pradesh and Matsya Union, now incorporated in the Madhya Bharat Union.

Lastly, one of the pre-requisites of agricultural progress is organised research. The Royal Commission of Agriculture, 1926 declared that "an organisation for agricultural progress not based on research is merely a house built on sand." Consequently the "Imperial Council of Agricultural Research" was formed in 1929. Earlier an "Imperial Agricultural Research Institute" had been founded at Pusa in 1905, but after the earthquake of Bihar (1934) it was transferred to Delhi. Steady progress has been maintained by the Department of Agriculture, though it has not adequately met the needs of the country. A number of agricultural colleges, and research bureaus and institutes have come into being at places like Mukteswar, Bangalore, Karnal, Kanpur and Coimbatore. The greatest need of today is to co-ordinate the theory of agriculture with its practice. Unless that is achieved, most of the work done in institutes and colleges will have only academic value.

The problem of Indian agriculture is vast and complicated but steps are being taken to tackle it. In the Government's Five Year Plan agriculture occupies top priority. Several hundred crores of rupees have been earmarked for irrigation. Power, rural reconstruction, collective farming and other phases of agricultural work. Foreign expert technical advice has been sought and steps are to be taken to educate the farmer in modern methods of agriculture. If the Plan is exceuted according to schedule India will again become a land flowing with milk and honey that it once was.

19. STERLING BALANCE

Outline.

1. Introduction.
2. The origin of Sterling Balances.
3. Their effect on Indians.
4. The problem of their repayment.
5. The utilisation of the balances.
6. Conclusion.

One of the remarkable changes brought about by the Second World War was to turn India from a debtor into a creditor country in her relations with England. At the outbreak of the War India's debt to England amounted to Rs. 64 crores. But as the War progressed the position rapidly changed. India supplied to England and the Allies increasing amount of raw material, war equipment, food and other things so that her debt was soon wiped out and sterling balances began to accumulate to her credit. In 1940 they amounted to 100 crores and by 1945 that figure rose to 1000 crores. By the end of 1946 the peak figure of 1733 crores was reached.

During the War England could not pay India for the goods she supplied either in gold or in imports. She only gave sterling securities which were purchased by the Reserve Bank of India and against those securities the Bank issued paper currency to pay the Indian creditors. Thus the sterling balances came to have a two-fold effect on the country's economy. On the one hand production increased and on the other the supply of consumer goods in the country greatly decreased. At the same time the enormous increase of paper currency in circulation caused inflation and a sharp rise in prices. Consequently, the average Indian was hard hit. He was faced with shortage of goods on the one hand and soaring prices on the other. The worst aspect of this hardship was the Bengal Famine of 1943. Hence it is proper to call the sterling balances an asset earned at the cost of great suffering and sacrifice on the part of our countrymen.

Though the accumulation of sterling balances caused great internal hardship it largely improved India's position in the world market. She came to have a financial stability which she had never known in the past. With the help of these balances she stood in the advantageous position purchasing the much needed capital and consumer goods. What has actually happened in the post-war years however, a different story.

England emerged from the War economically and financially crippled. Her industry had been thown out of gear and her stock of gold greatly exhausted. Thus she was not in a position to repay the sterling balances either in the form of dollars or capital and consumer goods. At one time there was even a talk of sealing down the sterling balances. The plea advanced was that England had become a debtor as much to protect India as herself from the attack of Japan and other Axis powers. This mischievous argument, however, did not gain support and no reduction in the balances was effected.

England, however, exercised what is known as the 'debtor's right', *i.e.*, she began paying according to her covenience and not according to the needs and demands of the creditor. Thus small amounts began to be released periodically to India. A sum of 121 crores was given to India during 1946-47. At the time of the independence of the country the sterling balances amounted to 1516 crores. Thereafter a number of conferences took place to discuss the problem and as a result of agreements reached therein short releases were made during 1947-48. According to the agreement of July, 1948 England agreed to release Rs. 53 crores for the next three years and it was further agreed that for 1949-50 and 1950-51, the annual amount would be 66 crores. After June 1951 for period of six years only 47 crores will be released every year.

In this way India's sterling balances have been liquidated to a very large extent during the last five years. In March 1951 they dropped to 884 crores only, which means that since the partition we have spent 632 crores. Of this amount 201 crores were paid to Pakistan as her share, 296 crores to England as a lump sum payment for pensions and 135 for importing food and other goods.

It is thus obvious that a large part of this valuable asset has been spent without bringing about any appreciable improvement in the country's economy. Only a very small part of the balances has so far been utilised in purchasing capital productive goods, the rest being spent on food and consumer goods. The balance of trade has not been favourable to us in these years and thus the balances have been depleted. This is not sound economics, for at this rate the valuable asset of sterling balances which was acquired with the blood and sweat of Indians will be frittered away in the course of the next few years. The prospects, however, is not very gloomy. It has now been decided that the amount of Rs. 282 crores to be released by the end of 1957 will be spent in implementing the Five Year Plan and the schemes formulated under the Colombo Plan and that further releases shall be kept in reserve by the Reserve Bank of India. If this policy is strictly followed, we shall still have a part of the balances to fall back upon in case of a crisis.

20. THE PROBLEM OF OVER-POPULATION IN INDIA

Outline.

1. The growth of India's population.
2. The idea of optimum population.
3. Malthusian theory: "preventive checks" and "positive checks".
4. Remedies for over-population.
5. Conclusion.

Among the numerous problems facing India to-day the problem of over-population stands out as requiring immediate attention. During the past fifty years there has been an enormous increase in its population. In 1901 it was estimated to be 290 millions. Thirty years later in 1931 the figure had risen to 350 millions, while in the next ten years it short up to 390 millions. The latest available figure of the population of the Indian Republic including Jammu and Kashmir and the tribal areas of Assam is 361 millions which is an increase of 13·5 p.c. over the corresponding figure of 1941.

The constant rise in India's population has always been looked upon as a grave problem. During the period of British rule every economic ailment of the country was readily ascribed to its fast multiplying millions. The political issue of foreign rule was concealed under the cloak of an economic crisis. The truth, however, is otherwise.

It is not easy to determine whether a country is over-populated or under-populated. Economists advance the theory of optimum population, *i.e.* the maximum number of people which can subsist on the resources of the country. But as exhaustive statiscal data of the resources is not available it is not possible to know the optimum population of a country.

There is another rough and ready test of determining whether the population of a country is more than it should be. That test is supplied by the famous Malthusian theory, which despite many weaknesses has a certain element of truth in it. Malthus held that the means of subsistence of a country limit its population. If no "preventive checks" in the form of moral restraint and birth control are employed. Nature employs "positive checks" to reduce the population. And "positive checks" are natural calamities like flood, drought, famine, disease, epidemics, wars etc. which take a very heavy toll of life.

Judged by the Malthusian theory India is certainly over-populated. There are practically no "preventive checks," especially among the middle and uneducated lower classes. People continue to marry at an early age and multiply indiscriminately. The birth-rate among the lower classes is much higher than in the upper classes. Population, thus, goes on increasing rapidly and the "positive checks" are seen in ruthless operation. Every year tens of thousands of people are carried away by famine, plague, flood, earthquake and occasionally bloody conflicts in the form of riots and wars.

As things are to-day, the inference that India is over-populated seems to be inevitable. The standard of living of her people is miserably low and millions of them are perpetually on the verge of starvation and death. The total yield from her land is not enough to feed her people and large quantities of food have to be imported from abroad.

There is however, another side to the picture. India may be over-populated in regard to the present available means of subsistence. But she can support a much larger population if her natural resources are *fully* exploited. It is common knowledge that Indian agriculture is still carried on by means of old and primitive methods and Indian industries require a lot of expansion and growth.

Thus the chief problem is really not over-population but under-production. What is required is to improve agriculture by all possible scientific and mechanical aids, so that the yield from the land is multiplied several times. At the same time industries must be developed so that the purchasing power of the individual may increase and pressure on land reduced. In addition some machinery should be devised to ensure a fair distribution of wealth. If these measures are co-ordinated the standard of living is bound to go up and starvation and death will be checked.

Agricultural and industrial growth, however, will take at least 10 or 15 years. Meantime emphasis should be laid on "preventive checks". The Government and public bodies should popularise the idea of birth-control among the masses and at the same time educate them in the use of contraceptives. The Government may even supply contraceptives free to uneducated and poor people. Birth-control clinics should be set up to give free advice to women-folk an the subject. These methods will certainly have a great effect on the population problem but its main solution lies in increased production as rapidly as possible.

Educational

1. OUR NATIONAL LANGUAGE

Outline

1. Introduction.
2. Brief past history of the problem.
3. Essentials of a national language.
4. The claims of Hindi to be *lingua franca*.
5. The claims of Sanskrit and English.
6. Hindi has been finally adopted as *lingua franca*.
7. Conclusion.

India is a free nation to-day, but she has not yet evolved a real national language. It is high time that India solved her language problem and paved the way for national unity and solidarity.

The problem of India's national language has been the subject of much heated discussion and debate. During the days of the British it was questioned whether India was a nation at all. The Indian people, it was argued, comprised a number of communities or sub-nations, who spoke their own provincial languages. The most prominent communities among them were Hindus and Muslims who spoke Hindi and Urdu respectively. In order to keep these various groups together, especially the educated sections among them, English was imposed as the official medium of communication. This arrangement suited our masters, who, therefore, made no attempt to evolve a *lingua franca*.

The rise of nationalism, however, changed our outlook towards English, which came to be regarded as a foreign tongue, a thoroughly denationalizing factor. The leaders of the country made sincere efforts to evolve a national language. The greatest difficulty in the way was the Hindi-Urdu controversy. The Congress suggested the growth of a new language, called Hindustani, but the solution did not prove satisfactory. The tendency to make Urdu highly Persianized and Hindi Sanskritized continued to grow. The question of script also aroused a bitter controversy. The rival claims of the Devanagri and Arabic scripts were hotly debated. Some people like Dr. Suniti Kumar Chatterjee, Professor of Linguistics, Calcutta University, recommended in his Oxford Indian Pamphlet on Languages and Linguistic Problems, the introduction of Roman script. The partition of the country, however, has laid the Hindi-Urdu controversy to rest. Hindustani, which never became a living language, has gone out of the picture too.

Some of the essential characteristics of a national language are : first, it must be spoken by the majority of the nation ; second, it must be simple enough to be learnt by those sections of the nation whose mother tongue is different ; and lastly it must be capable of growth and expansion, so as to keep pace with the growth of ideas in the world.

Of all the Indian languages Hindi fulfils these conditions best. It is a fast growing language and it is probably the easiest language to learn. The greatest thing in its favour is its widespread popularity in the country. It is spoken and understood all over Northern and Central India. It is also penetrating into Bengal, though that province has its own rich language and literature. In the South, however, it is rather an unfamiliar tongue, though a campaign to popularise it there has been afoot ever since the first Congress ministry in 1937. At one time a section of South Indians adopted a hostile attitude towards its introduction, but now the opposition has died down. Besides all these advantages, Hindi is rapidly enriching its vocabulary and phraseology.

A certain section of orthodox Hindus, however, take a reactionary line in the language controversy. Inspired by the vision of a Hindu Raj they place forward the fantastic suggestion of making Sanskrit the national language. This policy is obviously absurd. Nobody denies the greatness of Sanskrit language and literarure, but to-day it is a dead language for all practical purposes. Efforts to bring it back to life are bound to raise a crop of fresh, insuperable difficulties. For one thing, Sanskrit may be popular with Hindu scholars and other highly educated Indians, but it cannot be spoken and written by the masses of the country. The advocacy of Sanskrit has not met with much support by the common people.

Opposition towards Hindi has also come from the lovers of English, who point out that Hindi is too inadequate for carrying on the study of modern subjects, especially science. Its vocabulary is poor and inflexible even for such subjects as politics and administration. Thus to replace English by Hindi would be courting an immediate collapse in the administrative machinery and educational structure of the country. This point of view is not to be brushed aside summarily. There is sufficient weight in retaining English for some time. The Universities Commission Report, which came out in August-September 1949, while recommending the adoption of Hindi as the national language, strongly suggests the retention of English for a considerable time. In fact, it has set no time limit for replacing English by Hindi. This aspect of the language problem was hotly debated in the Central Legislature in September '49 and the sponsors of Hindi, led by Shri Purshottam Dass Tandon and others, perhaps, rightly insisted on defining the limit of the transitional period, which in their opinion, should in no case be more than fifteen years.

Controversies and minor differences apart, it is clear that Hindi in Devnagri script has been finally adopted as the National tongue. In the course of a few years it is bound to be the medium of instruction and the official language of the country. Bombay, M.P., U.P. and Bihar are taking the lead in the matter, and the Central Government has given its whole-hearted support to it.

Government decisions and resolutions by political parties alone cannot create a national language. It is ultimately the creation of the people themselves. To quote Pandit Nehru, "A living language is a throbbing, vital thing, ever changing, ever growing and mirroring the people who speak and write it. It has its roots in the masses though its superstructure may represent the culture of a few. How, then, can we change it or shape it to our liking by resolutions or orders from above ?...It is true that under modern conditions, with mass education and mass propaganda through the Press, printed books, cinema, and the radio, a language can be varied much more rapidly than in past times. And yet that variation is but the mirror of the rapid changes taking place among the people who use it... Attempts to force the growth of a language in a particular direction are likely to end in distorting it and crushing it."[1]

2. THE FUTURE OF ENGLSH IN INDIA

Outline.

1. Introduction.
2. The existing prejudice against English, its causes.
3. English should cease to be the medium of instruction.
4. Advantages of retaining English.
5. Conclusion.

There is a good deal of loose talk about the future of English in free India. Now that the English have left the country, it is argued, where is the sense in retaining English ? The language of the foreigners, like the foreigners themselves, deserves to be given a hearty send-off for good.

A moment's thought, however, would show how unresonable it is to banish English from the country only because the English have gone away. It is true that English was introduced by Lord Macaulay to promote English interests, especially to raise a class of English-knowing Indians to help run the British administration. The study of English was, therefore, made compulsory and in course of time this political move brought into being not only a large number of English educated Indians in government services but also created a terrible denationalizing atmosphere in the country.

To-day, nobody would favour the continuance of such a denationalizing factor. Indians can no longer be expected to study English at the cost of their national individuality and pride. Moreover, every free Indian knows what a great blow English has dealt at the mental growth of our students. The use of English as a compulsory medium of instruction placed an unbearable load on the minds of our boys and girls, crushing their independence of thought and originality. Even after a dozen years of study at school and college, they remained semi-educated, ignorant of their mother tongue and with just a workable knowledge of English. They had little opportunity for creative work. Above all, the use of English as an artificial *lingua franca* prevented the growth of a national language, to say nothing of the damage done to the provincial languages and literatures.

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[1] The Unity of India.

It is, therefore, no longer a matter of dispute that English should cease to be a compulsory medium of instruction. Already much ground has been covered in this direction. Hindi, in Devnagri scipt, has been accepted as the national language and education at the primary stage is to be given through the students' mother-tongue and at the secondary and university stage through the regional or State language. The study of the national language is to be compulsory at the secondary and higher stages. Several Indian universities have already given effect to these recommendations of the Universities Commission and the Central Legislature. English has been pushed to the background and the field is clear for the growth of the national and State languages.

All this is to the good. But the next question is, "Should English disappear from the country?" Extreme, narrow-minded nationalists would welcome such a step, but thinking Indians have to pronounce a different opinion. No reasonable person would deny that English, despite all its drawbacks, has done some good to us. It is English education which introduced Indians into the treasures of Western thought, especially the ideas of democracy, self-determination and self-government. The great leaders of India's freedom struggle were largely influenced by English thought and culture. Pandit Nehru, for instance, describes himself as "a queer mixture of the East and the West, out of place everywhere, at home nowhere." Other leaders too and the middle classes also have been inspired by the story of European struggle for self-government and democracy. The English Civil War, the Glorious Revolution, Ireland's moment for Home Rule, the French Revolution, the American War of Independence have all directly or indirectly inspired and strengthened our own freedom movement. And how did we know about these heroic struggles ? Obviously through the study of English. We should, therefore, have some tolerance for a language that did us good in the past and will do us good in the future also.

English has opened easy channels of contact with the rest of the world. And if we now banish it, we shall be raising a Chinese wall around us. Such isolation will be suicidal in the world of to-day. English is one of the most widely spoken languages of the world, and hence indispensable in the international sphere. It is also equally essential in the realm of scientific studies. Free India cannot hope to take its rightful place among the nations of the world without keeping abreast of the latest scientific developments.

There is yet another commendable feature of English —*viz.*, its rich literature. The renaissance of our national and State literatures already owes much to English literature and we would be committing intellectual and literary "hara-kiri" if we refuse to study English literature now. Our present standards in education, journalism, literary activities are, it must be admitted to our shame, very low indeed. This deficiency will be made up, at any rate in literature, by English. Indians will certainly be the poorer if they do not know Shakespeare, Shaw or Wells.

The most sensible attitude towards English is to study it as free men without inhibition and complexes. Students of international politics and science, lovers of language and literature will find their labours amply rewarded by the study of English. A free Indian would study it in the same spirit as he reads Sanskrit, Russian or French or as a German or Frenchman does English or any other continental language.

3. INTERNATIONAL LANGAUGE

Outline.

1. Introduction.
2. The necessity of an international language :—
    - (*a*) It is needed by tourists, businessmen etc.
    - (*b*) It would promote international understanding and make exchange of thoughts and ideas easier.
    - (*c*) It would make for international peace.
3. The difficulties and dangers :
    - (*a*) Which language to choose ?
    - (*b*) English, French or German.
    - (*c*) The artificial languages like Esperanto and others.
4. Conclusion.

We think very much in international terms these days. When cruel and devastating wars between nations are so common it is natural that we should think of some kind of international order from which all causes of conflict will be removed. It is felt by many that the adoption of a common language would help the cause of international understanding and peace.

It is easy enough to see how such a language would help the tourist, the businessman, the artist, the radio announcer, in fact every one who comes in contact with foreigners frequently. If a tourist from India could make himself understood in a Parisian restaurant without having to mispronounce French or to make awkward gestures, he would feel so much more comfortable. A businessman from New York would make his deals in an easier way with a businessman from Afghanistan if they could speak a common language. If a great author could write his works in such a language, he would have a world-audience at once. These and simliar other benefits should strengthen the case for an international language.

The adoption of such a language would do several other things. In the first place it would promote international understanding. A good deal of misunderstanding between one nation and another is caused by the fact that they have no common medium of communication. To the Englishman, the Frenchman with his curious accent and gestures appears to be merely funny, and to the latter the former with his reserve and shyness appears to be merely dull. If they would only reveal themselves to each other in a language understood by both, they would realise how their estimate of each other is wrong.

The other advantages of the adoption of an international language follow from this. If international understanding is promoted by this language, it would naturally facilitate the exchange of thoughts and ideas among nations. French is or, at least was some time ago, a kind of *lingua franca* for all the countries bordering on the Mediterranean. And any tourist can notice how countries like Egypt, Turkey, Greece, even Italy have been affected by French culture and French way of living.

But it is one thing to grant the necessity of having an international language, but quite a different thing to be able to have one. Which language are we going to adopt? The Englishman, with his world wide commerce, colonies and dominions, will naturally stand for English. The Frenchman will, on the other hand, plead for French, the language of culture as he considers it to be. The Russian too may want to have his say in the matter. The Americans claim that they speak and write a new language. *viz.*, American, and that it should be given preference to English, the language of not more than 40 million Englishmen. Perhaps the possession of the Atomic Bomb makes the American argument stronger.

To the impartial observer it should be quite obvious that the adoption of any of these languages would be beset with difficulties. There is a fear of cultural domination in every country. If English is adopted as the international language, the French, the German and other European nations would certainly protest against it, for such a course would encourage and hasten the infiltration of English culture and civilization throughout the world. English was till recently the official language of India, and we know how that fact has affected our lives, and what difficulties we are facing in trying to replace it with Hindustani. Even the U.N.O. cannot make up its mind in this matter. The proceedings of the U.N.O. are published in two languages—English and French, though all speeches have to be translated into four languages, English, French, Russian and Chinese.

The claims of certain artifical languages are put forward from time to time. Several such languages have been, 'manufactured' by European scholars—Esperanto, Volapuk, Ido, etc. Esperanto introduced in 1887 by Dr. L.L. Zaminhof as a universal language is now somewhat widely used. But as yet it has not succeeded in being anything more than the language of the restaurants and custom houses. Volapuk was invented in 1879 by a German priest Johann M. Schleyer as a means of international communication. But this language and Ido remain only as linguistic curiosities.

The failure of such honest and scholarly efforts, however should not discourage us. Sooner or later we must have an international language, just as we must have an international state. If the scholars of all the leading countries of the world sit together at a conference, a language may be evolved which would contain elements from many of the greater languages of the world, would have a simple grammar, probably a Roman script and a standardized pronunciation. It is not Utopian to talk of our adopting such a medium of communication.

4. EDUCATION OF GIRLS

Outline

1. Introduction.
2. The nature of female education--a debatable subject.
3. Defects of the present system of female education.
4. Suggestions for improvement.
5. Conclusion.

Whether girls should be educated or not is no longer a matter of dispute or question, for nobody to-day seriously questions women's right to education. In days gone by woman was kept in the darkness of ignorance but now her claim to the light of knowledge is universally admitted. What is often discussed is the type of education women should receive. This is no easy matter to decide and different opinions continue to be expressed about it.

According to the extreme rights for women, education for men or women should be of the same type. The old doctrine 'Man for the field and women for the hearth' is angrily rejected. Woman, it is argued is as much for the field as for the kitchen. Women should study in schools, colleges and universities as freely as men, and after their educational career they should enter the various professions on an equal footing with men.

Though many sober people easily see through the fallacious nature of the argument, yet in practice this has been largely true. Girls receive more or less the same education as boys do. They read either in girls schools and colleges or co-educational institutions, but everywhere the curriculum is the same. In the school stage, however, there are just a few subjects, like Music and Domestic Science meant specially for girls, but for the rest the syllabuses for boys and girls are almost identical.

Now it is a serious question whether boys and girls in spite of their equal rights, should receive exactly the same type of education. Are their aims and objects in life identical ? Has nature intended them to learn the same things and do the same type of work ? To a certain extent, it is, of course, possible to hold that boys and girls have similar aims and abilities and the courses of their study should be the same. For instance, both boys and girls must learn elementary Arithmetic, a little Geography and History, a language and literature and a few other subjects taught in schools. But it is highly debatable whether all that is taught in the advanced stages of education is equally useful for boys and girls. An average Indian girl, for instance, wastes her time in studying advanced Chemistry and Physics or Philosophy, unless she intends to go in for higher scientific research or the teaching line.

Education should be a preparation for life and not a mere ornament or load. School education of a broad type is certainly necessary for every girl but grave doubts can be expressed about the utility of higher university education. In our country a very small percentage of educated girls take to independent professional careers. For the rest, university education is a social accomplishment and in some cases a passport for good marriage. The fact is that every girl should carefully decide her goal before stepping into a college or university. If she is ambitious to become a teacher, doctor, lawyer or legislator or to make a bid for administrative and other government services, university education will certainly prove an invaluable help to her. But if her aspirations are different she had better not waste her energies in mastering Metaphysics or Zoology. In order to become a good housewife and companion for her husband and an enlightened mother for her children, the university education current in our country is certainly not very helpful. Many women would undoubtedly prefer to specialise themselves in the fine arts, household duties, hygiene, child rearing and other domestic functions provided suitable facilities for such education and training are forthcoming

The education of girls in our country, like every other type of education, is very inadequate and backward. Only a fraction of the urban female population receives the benefit of education, while the vast majority of girls in towns and more so in rural areas go entirely without it. And even those who go to schools and colleges do not receive the right type of education. There are very few good women's educational institutions in the land. This is true particularly of advanced education. Urgent and thorough reforms are called for in this field. Unless women are properly educated, it is vain to expect real progress. India will remain a land of superstition and conservatism so long as her womenfolk remain sunk in the darkness of ignorance and illiteracy.

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5. THE CHOICE OF BOOKS

Outline.

1. Introduction.
2. Book writing—a profession these days.
3. Evils of too much reading.
4. The relative merits of old and modern books.
5. Books of the hour and books for all time.
6. Personal likes and dislikes about books.
7. Conclusion.

Ages ago, Solomon said, "Of making books there is no end, and much reading is weariness of the flesh." The saying was never so true as to-day. Indeed, there is no end to the books that daily issue from the printing presses and to read them all is absolutely impossible. And yet many people insist on reading every new book. It is an age of intellect : to be well-read is a necessary condition of success. In every sphere, knowledge advances so rapidly that unless one keeps in touch with the latest developments one is bound to be ignored as a back number.

Books, it is true, are countless, and time, alas ! is short. The problem may appear baffling but there is a way out. We must give up at once the ambition of reading everything, for is every book really worth reading ? Obviously not. There are books and books and some of them, as Charles Lamb said, are not books at all. In fact a large number of books published to-day are often nothing but trash. Time was when books contained the essence of their authors' life experience, but now authorship is a profession, a source of livelihood. Books are written under pressure and in haste. They are seldom original or inspiring. Reading such stuff is folly, a sheer waste of time. One has to be careful in choosing a book, for what one reads shapes one's thought and character.

The modern passion for being well-read is a doubtful blessing. It is true that to a certain extent we have to be posted up-to-date, particularly in our own subject or line of work. A physician or surgeon is not worth his salt if he does not know the latest researches in medicine or surgery nor can a professor of history, literature or physics make his mark without the knowledge of the latest contributions to his subject.

Professional reading is essential, but apart from it, there is a kind of reading which takes the form of social vanity. We read in order to carry on conversation in polite circles : it is, for instance, a feather in our cap if we can show our acquaintance with the latest 'best seller'. Sometimes we follow a short cut to achieve this distinction : we read the 'Book Review' columns in papers, journals and magazines and talk about books we have neither read nor seen. Even if we do not practise such deception, we read too hurriedly to get the best out of what is read. Such reading is sort of cheap intellectual wine which gives temporary pleasure but does permanent injury to our minds. We become unfit for serious intellectual work.

What shall we read then ? The question is not easy to answer. Some would lay down hard and fast rules about the choice of books. For instance, they would recommend the classics and similar heavy stuff, others would advocate the cause of modern books. The battle of books, ancient and modern, is hard to conclude. The champions of the classics would quote, in support of their case, the proverb that there is nothing like old wood to burn, old friends to trust and old books to read. The books of the ancient authors have stood the test of time and so they are solid and dependable. The advocates of modern books, on the other hand, hold that one should know more of one's own age than of the hoary past. To read the older is to turn one's back upon the problems of the present. Truth lies midway. We cannot read the one to the entire neglect of the other.

Ruskin rightly divided books into two groups ; books of the hour and books for all time. The former deal with current affairs and have only a temporary value ; the latter contain an element of universal and everlasting truth, and as such they are books in the real sense of the term. 'Books of the hour' are useful in their own way, but it is a tragedy, if they usurp the place of 'books for all time'.

Indifference to the choice of books is, of course, a mistake, but too much rigidity, on the other hand, is equally disagreeable. We cannot prescribe courses of study which will suit all types of men. We cannot read according to a plan either. Temperamental as well as practical difficulties stand in the way. Some persons, for instance, prefer a mixed bag—fiction, biography, poetry, light literature as well as books on current affairs. Others choose to delight in one particular branch. Though there is much to be said for catholicity of taste, specialization in a particular sphere has its own merits. Again, the number of books one reads also depends upon one's mental capacity. Some read fast, others very slow. Some read a book from cover to cover, others only skip through it. Moreover, one does not always get the books one desires to read. In reading as in other matters much depends upon chance. This is particularly true of India where very few towns have well-furnished libraries.

Real book-lovers come to have their favourites. And here personal taste is the only deciding factor. What appeals to me may not appeal to you, and yet both of us may be equally good readers. Love of reading often leads to making one's own library. And few pleasures are greater than a private collection of one's favourite authors. Borrowed books are passing undependable companions. To read a borrowed book is a fugitive joy : to have a copy of your own is a guarantee that the pleasure can be repeated at will. A good book is not enough ; you long to possess it. Reading books is a pleasure but to own them is an equally great delight.

Reading and owning books are great pleasures, but to remember their contents is a pleasure which beggars description. To be able to recite to oneself a favourite poem is a delight which not all book-lovers can enjoy. One's memory is a great help in this direction. At one time learning famous passages of prose and poetry by heart was part of education. It is a pity that not enough stress is laid on this kind of mental training now-a-days. To be able to quote a passage aptly is like carrying a store of ready cash in one's pocket. To possess a large number of books at home is like having a fat bank balance but an empty pocket.

Books are a great solace in life. They are our abiding companions in the pilgrimage of life. The friends of the flesh are parted from us, but books seldom desert us. They uphold us, cheer us, enlighten us. Theirs is a treasure which cannot be exhausted. We have only to knock at the door. The treasure lies before us. We may collect it or turn our back upon it.

6. TRAVELLING AS A MEANS OF EDUCATION

Outline.

1. Introduction—various motives for travelling.
2. Bacon's and Shakespeare's views on the subject.
3. Travelling—a better teacher than books.
4. Some striking advantages of travelling.
5. (*a*) Breadth of outlook ; (*b*) knowledge of the world ; (*c*) incentive to travel literature.
6. Conclusion.

Travel is undoubtedly a great experience in life. Those who can afford to travel should never miss the opportunity to do so. And there are various types of travelling. Some travel for the sake of business, others for sightseeing, some from sheer necessity, many for the sake of seeing the wonders of the world, its men and women of various shades and types. A few travel from a sense of social vanity. Travel places them in a slighly superior position in society. And this is a feather in their cap which they proudly display before others. Whatever the motive actuating a traveller, he always derives an indescribable benefit from his travels in strange lands and people.

In the past slow and unsafe means of communication stood in the way of travelling. There was also a prejudice in our land against foreign travel. People crossing the high seas were threatened with social boycott. Men like Raja Ram Mohan Roy and even Mahatma Gandhi had to face bitter opposition from the people of their communities on account of their journeys to England. That prejudice, however, has now disappeared completely.

Travel is a great education. "Travelling", says Bacon, "in the younger sort is a part of eduction, in the elder a part of experience." The educative value of travel is also well-expressed in the Shakespearean saying, "Home-keeping youths have homely wits." Hence those who wish to sharpen their wits must go beyond the narrow limits of their native place or motherland.

Travelling is a much better teacher than books. The former appeals to all the senses, the latter only to the mind. What is seen and heard leaves a deeper impression than what is read in books. History, Geography, Economics Sociology and Art are best taught through trips and tours. For instance, a trip to Fatehpur Sikri or Mohenj Daro is both a capital entertainment and unforgettable education. Again, book knowledge is theoretical whereas treavel trains us in the battle of life. It gives courage, confidence, real knowledge of men and things. It broadens our outlook and deepens our sympathies. Narrow communal, sectional or religious prejudices are removed. A Bengali may be prejudiced against a Madrasi in India, but in a foreign country the two are friends.

In the Middle Ages and down to the eighteenth century travelling was regarded as a necessary part of one's education. A nobleman's son and even other well-to-do people in England would make it a point to visit Europe, to go on the Grand Tour, as they put it. Even now-a-days high diplomatic personnel in every administration consists of widely travelled people.

If education means cultivation of one's nobler sentiments there is nothing which satisfies this need more than travel. For instance, travelling gives us the great pleasure of promoting international goodwill and peace. It cannot be denied that most international conflicts arise from ignorance. If nations knew one another intimately most of the existing misunderstandings would disappear. In course of time the gulf between the varions cultures will become narrower and a sort of international culture may spring up. What can be more educative than to see and realise by means of travel how different people look at different problems and how a platform of common understanding can be evolved.

Travel is a source of education in yet another way. It has inspired many famous travel books such as Stevenson's *Travels with a Donkey*, Marco Polo's *Travels in the East*, A.W. Kinglake's *Eothen*, Aldous Huxley's *Jesting Pilate*, Sir Edwin Arnold's *India Revisited*, Pierre Loti's *L' Inde* (*India*) and the notorious *Verdict on India* by Beverley Nicols. Such literature has sprung up in every language and is a source of great pleasure to millions of readers. Even those who have travelled widely find it a delight to read accounts of things and people described by the authors of such travel books.

To-day there are greater opportunities for travelling than in the past. One can go round the world in a few weeks. Air services are cheap enough for men of ordinary means also. People can take advantage of these facilities and see as much of the world as they like. This is particularly necessary in the world of to-day when so much false propaganda against one another goes on unchecked. If one desires to know the truth about international affairs he cannot rely on newspapers or radio broadcasts. He must travel and see things for himself. Travelling brings one face to face with reality, the naked truth.

7. DOCUMENTARY AND EDUCATIONAL FILMS

Outline

1. Introduction.
2. The history of the documentary in India.
3. Some details of the documentaries already produced.
4. Public reaction to them in India and abroad.
5. Need of public co-operation.
6. Conclusion.

It is universally acknowledged that the film plays a very important part in the life of the modern man. Formerly films were meant only for entertainment but now they are also utilised for instruction and education. The latter variety is known as documentary films.

The documentary film has been developed a great deal in all the advanced countries of the world, particularly the U.S.A., England and the U.S.R.R. It occupies a great place in the scheme of education in these countries. A new department known as Visual Education provides information and instruction to children as well as adults on all kinds of subjects, relating to their civic, social, economic or political life. The principle underlying the scheme is that visual education is at once easier to acquire and leaves a far more vivid and lasting impression than other forms of education.

India made a start in the documentary films only in 1940. A number of informative films and news reels were produced by the Government of India. But as they were directed primarily to promote war effort they failed to be popular. Consequently, the Information Films department was closed in 1945.

With the dawn of freedom in 1947, the production of documentaries was restarted by the Films Division Ministry of Information and Broadcasting. The actual production began towards the end of 1948. Now the Government produces 36 documentaries and 52 newsreels every year, that is, one documentary every fortnight and a weekly newsreel.

The subjects chosen for the documentaries cover the various aspects of Indian life—her ancient culture and art, food, agriculture, industries, civic and social habits, health and child welfare, general science, current affairs, dance, music and festival and others. Accurate facts and figures about these topics are picturised for the benefit of the people.

It is not possible to enumerate all the films so far produced. Some of the notable ones are "Rivers in Harness" (dealing with valley projects) "Friend and Foe' (germs and microbes), "They Live Again" (artificial limbs), "Our Constitution", "Dirty Habits", or travelogues of "Know Your Country Series" like "Ladakh Diary" (western Tibet) "The Vale of Kashmir" and "Rajasthan 1, 2 and 3."

These documentaries are produced in two sizes, 35 mm., standard size and 16 mm. sub-standard size. They are dubbed in five languages, English, Hindi, Bengali, Tamil and Telegu. The bigger size documentaries and newsreels are shown free in every picture house all over the country. The 16 mm. films are used mostly in schools, colleges, villages and other non-commercial institutions. The Government lends these films free to educational institutions and other organisations to promote education in the country.

Public reaction to the documentary has been very encouraging. It is estimated that on an average 15 million people, both cinema-goers and others, see these short films all over the country. Some of the shorts like "Blossoms Revived", dealing with polio, a disease about which so little is known, "Planned Parenthood" (brith-control) and Rajasthan series have proved very popular.

The reception of these films in foreign countries is equally encouraging. In the India House, London, there is a film show every afternoon of documentaries and newsreels, some of which have also been televised. Plans to exhibit them on a commercial scale are under way. Thus we shall be able to furnish correct information about our country to foreigners whose knowledge so far is very inadequate and inaccurate.

In spite of its late start the Indian documentary has won considerable recognition abroad. In the International Film Festival in Czechoslovakia in 1949 our film "Tree of Wealth" won an appreciation prize. In Canada in 1951 three Indian films, "Private life of a Silkworm", "Indian Minorities" and "Rajasthan Series I—Jaipur" got merit awards. At the Film Festival at Edinburgh in the same year "Memories of Mewar—Rajasthan Series II" and "The Vital Link" annexed prizes and finally in the festival of Scientific and Documentary Films in Venice in 1951, four Indian films—"Rajasthan Series I—Jaipur" "The Story of Steel", "Power for To-morrow" and "Vital Link" were awarded merit prizes.

This, however, does not justify any self-complacency on our part. Hitherto the production of the documentary has been chiefly a Government concern. The film industry of the country on the whole, with the exception of the Calcutta Films Society, has shown little interest in this line. This is rather unfortunate. It is time that the numerous film companies came forward in this field, besides producing entertainment pictures alone. Among other things we have to develop technicolour documentaries. The only colour film so far produced by the Government is "The Vale of Kashmir". Another colour film "Kumaon Hills" is being printed and processed in Hollywood.

The production of documentaries requires the services of specialised people and technique. Research for true data, compact and accurate information about the subject combined with skilful and brief commentary, great imagination and originality and above all expert editing—these are some of the qualities which go to make a good documentary. It is hoped that these requisites will not be lacking in the years to come and our documentaries will, in course of time, become as good and varied as those of any other country.

8. NEWSPAPERS

Outline

1. Introduction.
2. The functions of newspapers :—
   (*a*) Presentation of news.
   (*b*) Regard for truth.
   (*c*) Formation of public opinion.
3. Newspapers are not self-sufficient.
4. The Radio as a rival of newspapers.
5. Newspapers and literary journalism.
6. Newspapers in India.

In the world of to-day newspapers have become almost as indispensable as food and clothing. This is specially true in the case of the modern educated man, who cannot enjoy his morning breakfast unless he has the morning's paper before him. The world moves so fast, events happen so quickly in every sphere of life that success is impossible without keeping in close touch with the latest developments. One must be posted up-to-date if one desires to make any headway.

The primary function of newspapers, as the very name suggests, is to provide news on all manner of topics. The statesman is anxious to know the latest moves on the political chessboard, the businessman requires correct information about fluctuations in market rates, the common man has a natural curiosity to learn about almost everything in general. A successful newspaper caters for all kinds of readers—scientists, sportsmen, cinema fans, politicians, business magnates, lawyers hunting for detailed reports of criminal cases, social gossip-mongers fishing for divorce scandals and jobless workers eagerly looking up advertisement columns.

The presentation of news in papers is a great art American and Russian papers beat all others in this respect. Newspapers of the most successful type flash news in the most attractive manner. In our own country "The Hindu" of Madras and "Amrit Bazar Patrika" of Calcutta and Allahbad are notable examples of skilful presentation of news. The news editor has to be a judicious combination of the psychologist and the artist. He must select, sift and arrange. The total amount of information at his disposal is so large that he has to use the blue pencil with great care.

News presentation has many a pitfall. The ideal newspaper is one which presents the truth and nothing but the truth. The ideal, however, is obviously unattainable. Nobody can present naked truth. It is indeed impossible to know the absolute truth, yet an untruthful presentation of news is not only deplorable but worthless. No newspaper can establish its hold on the people if it deliberately distorts facts. An uncoloured account of news is the safest policy. Newspapers owe a sacred duty to their readers and the duty is that they should not tamper with news.

Unfortunately, there are few newspapers which present a correct and uncoloured picture of events. Generally newspapers come to be the organs of one political party or another. Thus in England we have Liberal and Conservative papers. In India "The Hindustan Times" is the official organ of the Congress Party, while "The Leader" at one time championed the cause of the Liberal Indian Nationalists. "The Dawn" was the mouthpiece of the Muslim League, whereas "The Organiser" echoed the sentiments of the Rashtriya Swayam Sewak Sangh. Party loyalties cut across loyalty to truth. Party newspapers indulge in a bitter warfare against one another. Thus for a long time "The Dawn" carried on a bitter campaign against the Congress and even now Pakistan papers do not refrain from making undignified attacks on India and her policy.

Newspapers do not merely give news but also form public opinion. They play a very significant role in the life of a nation. A newspaper has no right to suppress facts or publish falsehoods but it has the right to offer views on news. The editorial column and the leading articles form the heart of the paper. Here the policy of the government or any other political, social, or economic matter is reviewed, discussed, appreciated or criticised. Newspapers both form and reflect public opinion. Hence no democratic government can afford to ignore the press of its country. Healthy discussion of important national matters must be allowed and encouraged. In fact the freedom of the press is as important as the freedom of conscience. It is only in a dictatorship that the press is muzzled. It should not be ignored, however, that the freedom of the press can be abused with dangerous consequences. Hence, in abnormal times, such as a national crisis, the freedom of the press is restricted. Newspaper men hold the destiny of their nation in their hands and they must exercise restraint in using this great prlvilege.

Newspapers are indispensable for an educated man but they are not self-sufficient. Those who read newspapers and nothing else possess only a shallow and superficial knowledge of things. Newspapers cannot usurp the place of solid reading. The so-called newspaper lover is often a social snob, who regards his knowledge of newspapers as a feather in his cap, a passport for entry into high social circles. He reads for the sake of ornament, not for shaping his mind.

The newspaper has now a formidable rival in the radio. The series of news bulletins broadcast everyday make newspapers stale to a large extent. An up-to-date modern man does not read the paper for the sake of the latest news-for he has already heard it over the radio. Nevertheless radio news broadcasts cannot entirely replace newspapers. For detailed reports and reviews newspapers will always hold their own against the radio. A genuine newspaper lover is not always satisfied with the brief news bulletins of the B.B.C., London or the All-India Radio, Delhi.

Newspapers are not always things of the hour, flowers that fade in a day and are thrown away. They often contain things which one would do well to preserve. The news items, it is true, lose their freshness and value, but many an article is imperishable. Few hobbies are more delightful than collecting newspaper cuttings for reference. Moreover, journalism has set many a budding poet and writer on his legs. Some of the greatest literary master pieces—*David Copperfield* and *Vanity Fair* for instance-appeared first in the columns of newspapers and journals. In fact, there is hardly a modern author in any country who does not embark on journalistic writing to begin his literary career.

Compared with foreign newspapers, Indian journalism is yet in its infancy. It is true we have had geniuses like Sir Surendra Nath Banerjee, H.L. Brelvi, C.Y. Chintamani, G.F. Horniman and Ramanand Chatterjee, but they are solitary stars shining in the firmament of Indian journalism. With the dawn of freedom a new age begins and we hope that a new chapter will open in the annals of journalistic activity too.

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9. COMPULSORY MILITARY TRAINING

(*Royal Indian Navy, Feb. 1946*)

Outline

1. Introduction
2. The need of compulsory military training.
3. The N.C. and P.E.C.
4. The advantages of military training.
5. Conclusion.

The price of liberty, it has been well said, is eternal vigilance. A free nation must be strong enough to guard its freedom. And freedom can be guarded, in the last resort, only by force. Despite man's civilization and his advocacy of peace he solves his disputes only by the sword. When a nation disarms or even reduces its armaments, it invites danger. Such is the terrible lesson which the two World Wars have taught. One of the chief reasons of the aggression of Germany and Italy was the lack of proper armaments on the part of England, France and their allies.

Indian freedom is in its infancy. It has to be reared and guarded. But there are many difficulties in the way. She has more than one unfriendly nation to deal with. On the west, there is Pakistan whose illwill and unfriendly attitude are no secret. She brought about a bloody war in Kashmir, the issue of which still hangs in balance. On our eastern frontier looms the evergrowing menace of communism. China is under a Red regime and the safety of Burma, Tibet, Nepal and other frontier areas has been seriously threatened.

The only way to face these dangers is to build a strong land, sea and air force. And yet such a thing does not seem easy of achievement. The reason is that modern armies are very expensive. India with her poor financial resources and increasing economic depression cannot afford to keep a large standing army. Already the army budget is staggering. The only way to get round the problem of adequate defence in keeping with the economy of the country is to introduce compulsory military training.

Compulsory military training provides for the training of two wings—senior and junior, of what is termed "The National Cadet Corps." The senior wing will comprise university students, while the junior will be drawn from school boys. The total strength of the senior corps is to be 130,000 men, but the target for the junior wing has not yet been decided. The scheme has now been in operation for more then five years, and it seems to have met with considerable success. A large number of teachers has been trained at Dehra Dun Academy and other military centres. They receive officer ranks, train students, and attend military camps.

All the provinces, except Uttar Pradesh, followed, the N.C.C. scheme of the Central Government. In U.P. the senior wing of N. C. C. has been raised according to the original plans, but the junior students (in High School and Intermediate classes) have formed what is called "The Provincial Education Corps." Several batches of teachers and instructors have already received training at Fyzabad since 1948 and from July 1948 compulsory military training has been introduced in all High Schools and Intermediate classes in the province. Provincial Rallies too were held at Lucknow in 1949 and 1950. This scheme, however, has not worked very satisfactorily. Financial difficulties and other complications may force the Provincial Government to abandon the P.E.C. project, and fall in line with the full N.C.C. programme as planned by the Central Government.

Compulsory military training is not intended to turn India into a huge war camp as Germany was under Hitler. Nothing would be a greater misrepresentation of facts. It is true that the services of the N. C. C. cadets and officers will be availed of in an emergency, for they are a sort of second defence line in reserve. But it does not, therefore, imply that the country is being placed on a war footing. India is essentially a peace loving country, with no imperialistic or territorial ambitions. Moreover, military training does not necessarily make people war-minded. It is only a type of physical discipline. Even during the days of the British this kind of training was provided in universities, though on a smaller scale. The present N. C. C. and P.E.C. are really no more than an extension of the former University Training Corps.

Military training has much to commend itself. For one thing, it creates a sense of discipline—a virtue which is sadly wanting in Indians as a whole. Our students, in particular, are growing increasingly undisciplined and irresponsible. The dawn of freedom has, in this respect, made matters worse. Liberty runs into licence, and respect for law and order and submission to authority are at a low ebb. Student strikes and demonstrations seem to be the order of the day. Compulsory military training will stop the rot. In the course of a few years we shall emerge from disorganised rabble that we are to-day, into a law-abiding, disciplined and organized people.

Beside improving the level of discipline in the country, compulsory military training will be a boon to the average Indian in many other ways. It is common knowledge that our educational system is too intellectual and unbalanced. It does not take notice of the physical growth and formation of character. An average product of the system is a book-worm, a physical wreck, with no initiative or qualities of leadership. It is hoped that the scheme of compulsory military training, if properly worked out, will foster the growth of the much-needed virtues of physical fitness, endurance and leadership. No nation can look forward to bright future without first imbibing these qualities.

In view of the above serious considerations, compulsory military training seems to be the need of the hour. Our critics will, of course, misrepresent our motives. But truth will not remain concealed for ever, and sooner than later our real aims behind compulsory military training will come to light.

Science & War

1. THE WONDERS OF SCIENCE

Outline

1. Introduction.
2. Principal inventions and discoveries.
    (*a*) Quick means of transport and communication.
    (*b*) New methods of manufacture.
    (*c*) Wireless telegraphy and television.
    (*d*) Achievements in medicine and surgery.
3. The evils of science.
4. Conclusion.

Science has revolutionized our life. If our forefathers were to visit this world now they will fail to recognize it. Everything wears a new look. Our houses, clothes, food, means of communication, manufacture of goods, methods of warfare—all have changed beyond recognition. The speed with which science has been advancing is sure to bring about even more revolutionary changes in future.

Science is conquest over the forces of nature. It aims to give man increasing power over his surroundings. He leads a more comfortable life than before. For instance he can travel much faster now than ever before in the past. At first the steam engine was invented, then followed the aeroplane which far outmatched the former in speed. Our ancestors used to travel in slow-moving horse or bullock carriages and covered a few miles in a day. Now man can travel more than four hundred miles an hour. He can in fact go round the whole world in a few days.

The quick means of communication and transport have brought the peoples of the world together. The globe seems to have shrunk in size. Frequent contact between different nations has broken down old barriers, superstitions and conventions. A sort of international outlook can easily develop, though narrow national interests still stand in the way.

The invention of labour saving machinery and huge industrial plants have given a new complexion to trade and commerce. Goods are produced very quickly and their quality and variety are amazing. They are imported and exported throughout the world. One may even feel a thrill of romance in the way in which modern factories and mills work and their products spread all over the world. Henry Ford could well feel proud to think that his manufactured cars ran along the streets of not only London but also Bombay and Delhi, Singapore and Peking.

If man travels on land in electric trams and fast moving cars and flies in the air like birds he has also learnt to swim like fish in the vast oceans. Modern steamers are no more at the mercy of wind and wave. They can sail in the worst weather. Ships are huge in size, almost a moving small township. They carry large number of men and vast quantities of goods. In the days of East India Company a voyage from India to England would take more than a year; now it takes less than a fortnight. It is, however, true that air travel will speedily replace journey by sea. Ships will be utilized more for transport of goods than of men.

One of the most important wonders of science is the invention of wireless telegraphy. When in 1895 Marcony in his small laboratory rang a bell by means of wireless telegraphy little did he know that he had made history. In the course of the next twenty years wireless services were set up across continents and oceans. In the twinkling of an eye messages are flashed across thousands of miles. When Mahatma Gandhi was murdered, the news of his death spread all over the world in the course of a few minutes. This would not have been possible in the past.

Wireless telegraphy has led to the use of the radio both as a means of information and recreation. Wireless trasmitting stations have boen set up in all parts of the world. A modern orator, therefore, addresses millions of men; he does not know in what remote hamlet or hut his voice is being heard. Hitler employed this gift of science to carry on his war propaganda against the Allies. The radio, however, has a great educative value. The news bulletins, weekly reviews, lectures, debates heard over it are highly instructive, while its programme of music and dramatic features provides great entertainment. In times of distress wireless telegraphy is a boon. A ship in danger or an aeroplane fearing mishap can at once flash the news of its dangerous situation and get timely help. During the post-partition days the radio rendered highly useful services in tracing and rescuing refugees in our country.

In addition to wireless telegraphy scientists have invented what is known as television. This new device enables men not only to hear across space, but also to see people's images thousands of miles away from them. The radio, converted into a television set, is provided with a small screen on which listeners are able to see small images of persons speaking from distant transmitting stations. Television has become a reality in London, America and Russia. India has yet to wait for this latest wonder of science.

In the field of health and hygiene too science has conferred great blessings. The human body has been thoroughly studied and many of its diseases controlled. Plague, small-pox, cholera, typhoid, malaria—none of them is a terror today. The physician has both preventive and curative medicines for them. The science of bacteriology has declared an all out war on all manner of germs, bacteria and microbes—the great enemies of mankind. Wonder drugs like penicillin and streptomycin have been invented. In the realm of surgery, greater miracles are performed. Almost every part of the human body can be replaced. Rejuvenation of glands, providing a fresh base of youth, has become a possibility. Plastic surgery can even transform an ugly woman into a beauty queen.

The wonders of science are too numerous to be enumerated. No body denies that it has bestowed on man the most wonderful powers. This is, however, not the end of the story. 'Has science been an unmixed blessing?' we ask. It is not easy to say 'Yes'. It seems science takes away with one hand what it gives with the otherr. We eat more, we sleep more we have more comforts and luxuries, but are we happier than our forefathers? Has science made us more moral, law-abiding, peaceful? It rather appears that science has undermined our health both physical and mental. We may have better medicines, but we have poorer health. The inventions of machinery and large scale factories has led to insanitary living conditions, unfair distribution of wealth, strikes and unemployment. The worst phase of scientific advance is seen in war which has become terribly destructive. Men are selfish, greedy, materialistic. They have no leisure, no peace of mind, appreciation of literature, religion or art. Science has fed the body but starved the soul.

2. SCIENCE AND HUMAN HAPPINESS

Outline

1. Introduction.
2. Electricity—the chief inventions of science.
3. Advance in surgery and medicine.
4. Development in Industry.
5. Contribution of science to agriculture.
6. Improved means of transport and communications.
7. Better sanitations in towns and cities.
8. New entertainmənts and recreations.
9. The dark side of science.
10. Conclusion—Science is a good servant but a bad master.

"Science" says Emerson, "surpasses the old miracles of mythology". The American's observation is quite right, for the wonders of science surpass even the wonders of Nature. And most of the inventions and discoveries of science tend to human comfort and happiness. From this beautiful pen I hold and the paper I write on, to the flying of the aeroplane overhead—everything is the creation of science. "Life to-day," says Pandit Jawaharlal Nehru, "is governed and conditioned by the off-shoots of science and it is very difficult to imagine existence without them." By the aid of science, man has conquered the forces of Nature. He can fly like birds in the air, swim like fishes and travel on land at an enormous speed. Science has revolutionized every sphere of life. Agriculture, medicine, business, communication, transport, war, press, sanitation, industry and various other departments are highly indebted to science. The achievements of science are more wonderful than those of the '*flying carpet*' and '*Alladin's lamp.*

Electricity is the brightest feather in the cap of science. It is used to light our houses, press our clothes, cook our food, dust our rooms, heat or cool our houses, work our fans, radio, cinemas and run our manufacturing plants. With its help, man has dug deep canals and has constructed dams, bridges, ships, motors, railways, aeroplanes and many other things. The most stupendous works are done by the electric hammer and the electric crane. The radio enables us to talk to people at a distance of hundreds of miles, listen to them and even have a sight of them.

Modern surgery is another great triumph of science. The surgeon of to-day can perform amazing operations replace the kidneys and in some cases even the heart of man, while plastic surgery can turn even an ugly woman into a beauty queen. Antiseptics and injections save the lives of many persons every year. The X-ray and the radium have done wonders in detecting complicated diseases and fractures. The science of bacteriology has completely revolutionised the old methods of medicine. Marvellous drugs like penicillin can cure long-standing diseases. Vaccination and inoculations have ruled out all chances of dangerous attacks of plague, cholera and small-pox.

Machines, mills and factories have revolutionised modern industry. Mills weave cloth at a far more enormous rate than hand-looms. Thus goods are produced very swiftly and are imported and exported throughout the world. The quality, the variety and the durability of these goods are amazing. In fact science has given food to the hungry, clothes to the naked, joy to the joyless and luxury to the wealthy people.

Food problem, which is the burning question of the world has been solved to a large extent. Irrigational works can turn fallow and barren land into fertile fields. Scientific implements like tractors and trucks have promoted agriculture. Researches in agriculture have greatly improved seeds, manure and plants. Railways motors, aeroplanes and ships have facilitated the distribution of food all over the world. In fact science can successfully solve the perplexing problem of feeding the peoples of the world.

Science has also made adequate arrangements for satisfactory sanitation in cities. Better roads, water-sprinkling, water pumping and underground drainage system – these are some of the improved modern sanitary methods. Disinfectants keep away the flies and mosquitoes which cause so many diseases. Thus with the help of science, we can keep towns and cities quite clean.

The modern cinema, the gramophone and the radio and of late television, provide a lot of recreation to tired people. When we feel fatigued after a day's hard work and just listen to the radio or see a modern film we find that all our worries disappear. The educative value of these kinds of entertainment is beyond doubt great.

The quick means of transport and communication have also added to the happiness of the people. We can travel much faster now than our ancestors could. Distance is annihilated by means of modern communications. A message may be sent in a couple of minutes. Telephone and wireless are other blessings of science. We can fly over the peaks of Himalayas and go round the world in a couple of days. It appears as if the globe has shrunk in size. The telegraph, the telephone and the wireless are a source of great comfort to us. We can send a wire to our friends, congratulating them on their success or victory. We can send our money to foreign countries where our relatives may be badly needing it. In short we can get reports of news, learned lectures, quotations of prices of market commodities and necessary information by means of telephone, or telegraph and the radio. On the other hand a visit to a factory shows us how science has economised human labour and added to the comforts of life. Gigantic machines are working for days and nights, weaving cloth, printing books, preparing drinks and food and in every way making man's life worth living.

But now let us turn to the other side of the picture. If science has promoted human comforts, it has also added to the misery of man. It has proved at once a Fairy and a Fury for humanity. Like God Shiva modern science can both preserve and destroy humanity. Science is the root cause of modern warfare. The atomic bomb is the most dangerous invention of science. It has also invented machine-guns, explosives, poisonous gases, the rocket bomb and many other hellish engines of war. The last two World Wars were scientific wars which caused terrible destruction in the world. Who is responsible for all this bloodshed and destruction ? Dispassionately considered, the responsibility should be on the war-mongers who induce or force the scientist to create these deadly weapons. Science has placed tremendous power in the hands of man, it is up to him to use it or misuse it.

The fact is that scientific advance has not kept pace with moral growth. It has fed his body but starved his soul. Science is not bad in itself, it has been exploited for dreadful purposes. The best solution of the dilemma of science lies in combining scientific knowledge with moral judgment.

3. SCIENCE WITHOUT CONSCIENCE IS THE RUIN OF NATIONS

(*Ministerial Service Assistant Grade 1943*)

Outline

1. Introduction.
2. The wonders of science and their abuse.
    (*a*) Abuse of medical science.
    (*b*) Machinery—its evil
    (*c*) Destructive weapons of war.
3. Conclusion—Divorce between science and morals is fatal to mankind.

If like Rip Van Winkle our forefathers were to wake up after their long sleep of centuries, they would be far more bewildered to see the world of to-day than the American of Irving's tale was to see his country transformed from a colony of the British into an Independent Republic. Their wonder would be justified for the rapid advance of science has changed the world beyond recognition. Its achievements are numerous and wonderful. It has given eyes to the blind, ears to the deaf, and relief to the suffering. It has enabled men to fly like birds in the air, to swim like fishes in water and to travel on land at an amazing speed. Machinery has lifted a load of drudgery off the shoulders of man, while the means of recreation—the gramophone, the radio, the talkie and television—are simply marvellous.

The wonders of science are undoubtedly great. And yet the wonder is whether science is a blessing or curse. Nobody can claim that science has been an unmixed blessing. It seems that science takes away with one hand what it gives with the other. We may have cars, steamships, aeroplanes, radio sets and a hundred other amenities of life, but are we happier than our forefathers ? Is the progress of science real or an empty boast ? Has science advanced civilization or dragged mankind back to a new kind of barbarism ?

Questions like these shake one's faith in the advance of science. It seems, in the words of the poet, that knowledge comes but wisdom lingers. Science educates intelligence but leaves the will and the emotions uncared for. It has placed at the disposal of man a vast store of knowledge, but it has not taught him how to turn it to advantage. Science has bestowed a giant's strength on man but his moral sense has remained as dwarfish as ever. No wonder, if he delights in using his strength like a giant.

Science in itself may be harmless, even a positive blessing, for science is an unending search for knowledge, but danger lies in its use by man. Humanity has made no moral progress ; it has rather abused the inventions and discoveries of science. Man has not learnt to respect his fellow-men and though scientists have conquered the force of nature they have failed to conquer man's passions and prejudices. Many a scientist has yielded to political or economic pressure and employed his knowledge for destructive purposes.

A few instances of the abuse of science may not be out of place. It is well-known that in the sphere of health and hygiene the achievements of science are amazing. Terrible diseases like plague, small-pox, cholera and typhoid have been conquered. Wonder drugs like penicillin and streptomycin perform miraculous cures, while plastic surgery can transform an ugly woman into a beauty queen. But do all medical researchers devote their attention to rid the world disease ? How can we forget the inhuman uses of medical knowledge in Hitlerite Germany, or the ambitious plans of poison gas and bacteriological warfare ? Again the use of contraceptive has not only provided a legitimate means of birth control but it has also encouraged immoral sexual indulgence. What an irony of fate it is that we have better medicines and surgical instruments than our ancestors ever had, but we have much weaker constitutions and poorer health.

Science glories in the invention of the machinery, but machinery has now become the master of man. It is true production is easy and efficient, but it has led to unhealthy slums, unfair distribution of wealth and large scale unemployment. Man produces vast quantities of goods, but he does not distribute them evenly. Hence the curious phenomenon of poverty in the midst of plenty. Tons of wheat in America may be burnt, although millions of men are starving elsewhere. The artificial shortages of goods, hoarding and profiteering are a peculiar feature of the present age. Our sense of values is strange. We worship Mammon the god of wealth and not the welfare of man. Science advances, but art, literature, religion, philosophy—all those things which make life worth living suffer and die. It is such a dead, monotonous, immoral world which Aldous Huxley presents in his powerful satirical novel "Brave New World."

The worst phase of the divorce of science from conscience is seen in war. Terrible engines of destruction—long range artillery, mines, U-boats, pilotless rocket planes, and on top of all, the atom bomb have been invented, and the havoc caused by them is simply staggering. The selfish and immoral pursuit of science has landed man in a most fearful plight. The demon of war and destruction haunts the world and nobody is safe. "Mankind," writes Winston Churchill, "has never been in this position before. Without having improved appreciably in virtue or enjoying wiser guidance, it has got into its hands for the first time the tools by which it can unfailingly accomplish its own extermination. That is the point in human destinies to which all the glories and toils of men must have at last led them."

Britain's Premier seems to have pronounced the last word on the tragedy of modern civilization—a tragedy which arises mainly from the gulf between scientific advance and moral growth. Indeed the pursuit of science without conscience will be the ruin of nations —aye of mankind itself !

4. SCIENCE AND RELIGION

Outline

1. Science and Religion defined.
2. Supremacy of Religion in the past.
3. Advance of Science and its conflict with Religion.
4. Evils of Science.
5. The interdependence of Science and Religion.
6. No real antagonism between the two.
7. Conclusion.

Science reveals the mysteries of the universe and aims at the conquest of the forces of Nature. Religion starts with faith in the Suprdme Being, the Creator of the Universe and aims at defining man's relations with Him. Science and Religion have apparently different aims and objects, yet in reality they are closely allied to each other. In numerous ways they act and react on each other.

Religion is perhaps as old as mankind : Science is of more recent growth. And before the advent of Science Religion was the supreme force, governing and guiding human thoughts and actions. It was the lord of all it surveyed. The unchallenged supremacy of Religion, however, gave rise to several evils. Religion became mixed up with many superstitions and other evil practices. The true spirit of Religion came to be eclipsed and corrupted by these false growths. But with the advent of Science, the foundations of Religion, especially its superstitious sides, were shaken. Yet this development did not take place without a long and bitter struggle.

The conflict between Religion and Science is a painful story. It shows how Truth has to suffer in order to establish its supremacy. The early Champions of Science had to fight against heavy odds. Galileo, for instance was thrown into prison by the Italians for his new theory of heavenly bodies. Copernicus, who exploded the theory of the rotation of the sun round the earth, had to face bitter opposition. Again, in the 19th century Darwin created an extraordinary stir among the Churchmen with his theory of evolution. His doctrine that man has descended from ape was condemned as immoral and sacriligious, for it cut across the Biblical version of the creation of mankind from Adam and Eve. The fathers of the church raised the cry of "Religion in danger" and pressed for the persecution of such scientists. In recent times the German scientist Robert Mayor was shut up in a lunatic asylum for discovering his theory of the Conservation of Energy. Numerous were the attempts made to crush the voice of Reason and Truth. But Truth eventually prevailed. Science held its ground. Many who had come forward to scoff at science became its champions and votaries. Before the 19th century had run its course, the triumph of Science was complete.

The rapid progress of Science changed the face of the world beyond recognition. It bestowed unexpected comforts and amenities on mankind. The wonders of science bewildered man. Time and distance, disease and pain were rapidly conquered and man seemed to be the master of his surroundings. These developments gave rise to the belief that man is all powerful and God a superfluous being. People lost faith in Heaven or Hell, God or the Snpreme Power. Religion seemed to be unnecessary and the Church began to lose the respect it had once enjoyed. Religion was dethroned from the hearts of man and Science took its place.

But the path of Science did not ultimately prove as smooth as its worshippers had thought it to be. It turned out to be a mixed blessing. It did provide bodily comfort, nad ease but at the cost of man's moral and spiritual development. It turned man into a sceptic. Man became dishonest, crooked, selfish and vain. It destroyed man's simple faith, fellow feeling, affection and kindness. The blessings of science gave rise to new social problems. The gulf between the rich and the poor became wider than ever before. The widespread use of machinery subjected millions of human beings to the torture of economic exploitation, unemployment, crowded, congested cities and the growth of slums. Above all the use of science in the manufacture of weapons made war increasingly horrible and destructive. Consequently the enthusiasm of the worshippers of science began to cool down.

The fact is that science alone cannot give peace and happiness to mankind. It must be tempered with Religion. Science makes man materialistic, but Religion upholds his faith in the Divine Being, in the higher and spiritual values of life. There are more things in Heaven and Earth than our science can dream of. "Apart from religion" observes A.N. Whitehead, "human life is a flash of occasional enjoyments." The beauty and mystery of human life, its spiritual and moral values are lost if we are guided entirely by science. In the march of life both Science and Religion are necessary.

People have now come to realise that there is no real conflict between Science and Religion. Their approach towards life is, of course, different, but their final goal is the same. Science follows the path of reason and intellect : Religion pursues the path of faith and intuition. But both aim at the discovery of truth. Religion without science degenerates into superstition, orthodoxy and fanaticism ; whereas science, unaided by Religion gives rise to scepticism and materialism. Science has only removed the excesses of Religion and purified it ; Religion aims to give a touch of beauty and mystery to science. Again, the very discoveries of Science and its conquest of Nature reveals the wonders of the Supreme Being. Here Science strengthens the work of Religion. A true scientist is not a sceptic or an irreligious person, but a real admirer of God and his wonderful creations. What the superstitious man worships blindly, the scientist worships as the fruit of his knowledge. Hence modern scientists have come to know the limitations of science and claim no more for it than its due.

5. MAN'S USE OF THE FORCES OF NATURE

Outline

1. Introduction.
2. Water-power and its use, especially in Canada and U.S.A.
3. Windpower.
4. Tide-power.
5. Sun-power.
6. Atomic energy and its illimitable possibilities.

Scientific advance has proceeded on two lines *viz.* making inventions and discoveries to conquer nature and secondly, harnessing the forces of nature for man's service. To the first category belong such developments as the railway engine, the submarine, the aeroplane, the telephone, the radio etc. : in the second group are placed those devices by which natural powers such as water and wind are made to serve human ends.

Natural resources such as water power are inexhaustible and everlasting. Coal-power may run short but water power will last so long as rain falls upon the hills and snow upon the mountains. And yet it is only in recent times that proper use of these resources has been made. In the East water-wheels have been used time out of mind for irrigational purposes. Later on, the water-wheel was used in Europe for grinding corn and running saw mills, but no inventor of the time was able to solve the problem of constructing a water-wheel suited to any but the most moderate power. With the advance of steam, water-power was neglected and during the 18th and most of the 19th century no advance was made in its use.

It was only the invention of the turbine and the Pelton water-wheel which enabled man to harness water-power on an unprecedented scale. The vast water-power of the Niagara Falls, for instance, has now been yoked to the service of man by means of the turbine. Today for over three hundred miles east and west, and more than a hundred miles north and south electric power from Niagara works great factories, runs railway, lights towns, and does all the work which would require the burning of millions of tons of coal. America's water-power is enormous, and is being constantly developed. England has few such resources, but something is being done to make use of the considerable water-power available in the Highlands of Scotland. In fact, hydro-electric generating plants have been set up in almost all the advanced countries of the world. India too has launched several hydro-electric projects in various parts of the country and when they reach completion a revolution will be brought about in the agricultural and industrial world.

Italy provides another interesting example of the harnessing of nature-power. The country was short of fuel and her scientists decided to make use of the internal heat of the earth. Prince Conti succeeded in generating electricity from the volcanic heat of a place near Florence and used it for lighting the towns of Florence and Sienna. Naples too is being lighted in a similar manner.

Next to water-power it is wind-power that is most likely to supply man's increasing demand for fresh sources of power. Over continents and oceans mighty rivers of air sweep, but the modern man, living behind walls or in gardens sheltered by trees, is apt to forget these little-used forces. In recent times, however, use has been made of this great natural force. Its use is seen in improved types of wind-mills which can be easily erected, can pump water, drive a small mill, churn, crush or run an electric plant. To-day a steel tower with a wheel of sixteen to twenty feet in diameter can be put up fairly cheaply and will do a lot of work. In America numerous such steel wind mills have been set up. A very powerful wind-mill was invented by Major Bilan in 1924. It is interesting to recall that Professor Fessenden, a distinguished Canadian, lecturing before the British Association, stated that if wind-mills were put up along the English cliffs there would be easily obtained enough electric power to run all the railways and factories in the country.

Another form of power which is at present even more neglected than that of wind is tide-power. There are, of course, great obstacles in the way of using tidal forces in most countries, for the rise and fall are not sufficient to give a great power without enormous expense. However, in places like the mouth of River Severn in England and the Bay of Fundy in Nova Scotia the tidal force can be harnessed. In Brittany, the French Government has carried out a successful tidal-power scheme with the help of a barrage, 164 yards long and 120 feet high. Its yearly output is eleven million Kilo watt-hours.

The sun is also a great source of power, which has been utilised in some parts of the world. At South Pasadena, in California, a ten-horse power boiler has been working for some years by steam which is raised entirely by direct solar heat. The machine is capable of pumping about fourteen hundred gallons of water in a minute. The cost is less than that of coal-using or electricity-driven engines. As a matter of fact sun power can be used with advantage in every tropical country.

Nature's resources are varied and illimitable. Science has discovered many and turned them to advantage. But there may be many more awaiting discovery and application. One such is atomic energy, which is described as a million times more powerful than the energy, found in water, steam, wind or tidal waves. So far man has utilized this miraculous energy in constructing terribly destructive bombs only. But scientists tell that if this force of nature is used for constructive purposes the world and human life will be revolutionized beyond recognition. A fraction of this energy it is estimated, is enough to run all the electric piants in big towns like New York and London. Man's most fantastic dreams may then come true. His ambition of exploring the planets, which so far appear to be mere idle fancies, might become a reality. Atomic energy-driven planes would carry us to the Moon and Mars and reveal hitherto unknown worlds and forms of life. Who knows whether atomic energy may even conquer disease and death itself ?

6. AVIATION

Outline

1. Introduction—Man has always dreamt of flying in the air. The stories in old mythologies.
2. (*i*) Balloon-flights in the nineteenth century. The first aeroplane. The air-ship and Count Zeppelin.
   (*ii*) Developments during the last War.
   (*iii*) Recent developments in civil aviation.
   (*iv*) A modern air liner. The largest planes and air-ship.
   (*v*) Speed-records and long-distance flights.
   (*vi*) Stratosphere flights and the possible future developments.
   (*vii*) Aeroplanes of the recent War.
3. *Conclusion*. Reflections. The dark side of the picture—aerial warfare.

Man has always dreamt of flying in the air. In Greek mythology, we have the story of Daedalus, a cunning craftsman, who flew from Crete to Italy with his son Icarus, by means of wings fastened to their shoulders by wax ! In Hindu mythology there is the story of *Pushpaka* the flying chariot, which originally belonged to Kuvera, the Yaksha chief, and later came into the possession of Ravana. Rama and Sita flew from Lanka to Ajodhya in this wonderful chariot. In the *Arabian Night Entertainment* we have the flying horse (*Pakshi Raj*, of Hindu folklore) and the magic carpet. But to-day man does not have to invent such stories : he actually flies in the air.

It was towards the end of the eighteenth century that balloons first rose in the air. But a balloon, a lighter-than-air craft, had many disadvantages. The Wright Brothers of America made a heavier-than-air-craft. which was called aeroplane. The world's first controlled flight in power-driven aeroplane was made by Orville Wright on December 17, 1903. In 1906, a machine flew at 25 miles per hour and this very much surprised the people those days. In 1913, a year before the First World

War, the highest speed record was 126 miles per hour, a great advance. The air-ship also came into being. The name of the German inventor, Count Zeppelin is associated with the invention and development of this type of aircraft. The first long flight made by Count Zeppelin was in 1900. An airship could carry many more passengers than an aeroplane, but it was rather unwieldy, and less speedy.

Aerial navigation developed at an amazing rate during the war. The value of aircraft for observation purposes, and later, for bombing enemy cities, was recognised. At the outbreak of war, England had only 130 aeroplanes and 5 airships. But in 1918, England had over 20,000 aeroplanes. Many young pilots lost their lives in trying to perfect aerial navigation. Flying was rather dangerous those days, and the scientists were learning fresh facts about aerial navigation at the sacrifice of numerous lives.

After the Great War there has been a tremendous development in civil aviation. Now, in every civilised country, mails and passengers are carried by air. Before the war broke out machines carrying up to 50 passengers used to leave Croydon, the air station in England, for continental countries daily. There was a regular time-table for the arrival and departure of machines all over Europe and America. There was an air mail service to India which took only 4 days to reach Calcutta from London. Five times in the week Imperial Air Liners used to leave India or London. The service extended up to Australia. There was also a Royal Dutch Service and a Paris Saigon Service which connected India with Europe.

A modern air liner is like a palace in the air. A large liner can carry 80 passengers, with a crew of 7 to 8 men. In it there is sleeping accommodation for nearly 50 passengers. There are a smoking room, a lavatory, a lounge, and a deck in it. A large airship flies at 80 miles per hour with about 100 passengers. It can travel 4,500 miles without refuelling. A large sea-plane can be very large indeed. Dox of Germany was the world's largest sea-plane before the War. It could carry 170 passengers. Long distance flights are no wonder these days. The Atlantic has been flown across on numerous occasions, the first to do so being Colonel Lindberg, an American. Even women aviators like Amelia Earhart and Amy Johnson have flown across the Atlantic. The Gaf Zeppelin, a German airship, made a trip round the world in 1929 in 21 days, 7 hours. Wiley Post, an American aviator, flew round the world in 7 days, 18 hours and travelled nearly 15,596 miles. The non-stop distance flight record is held by Rossi, an Italian, who flew 5,912 miles (including Atlantic crossing) in 54 hours. Some Soviet aviators have surpassed this record even.

Speed has gone up wonderfully. In 1934, all speed records were broken by warrant-officer Angello, an Italian flier, who travelled at the rate of 440 miles per hour in a sea-plane. It is nothing for military planes to fly at 450 miles per hour these days. Even the large airliners can reach 300 miles limit. By using jet propulsion we have reached the record of more than over 610 miles per hour.

The next stage will be stratosphere flight. The highest altitude climbing record before the War was held by Squadron Leader Swain, an English pilot. In 1936, he climbed up to 49,967 ft. High altitude flying is bound to come. At high altitude the resistance of air is much less and machines can move very fast. It will be no surprise to the people in the know of things if an aeroplane reaches New York from London in a flight lasting for 8 hours only along the stratosphere.

The Second World War has given a great help to aerial navigation. Some of the fighter planes of the Allies—notably the Spitfire and the Hurricane—did more than 400 miles per pour easily. The Stukas and other dive-bombers of Germany also reached this speed. The Tomy-hawk, a fighter plane built in America, is capable of enormous speed. Along with speed cruising range has increased considerably. British bombers often came all the way from England, bombed the cities of North Italy and went back. The large bombers built in America for the R. A. F. crossed the Atlantic daily. It took 11 to 13 hours to do so. The Sunderland Flying Boat is capable of travelling more than 3,000 miles without refuelling.

Experiments have been made for refuelling a plane in the air. The American Superfortresses can fly 3000 miles with a full load.

A word must be said here about gliders. Gliding was very popular in Germany before the war. It is an inexpensive and thrilling pastime. But a glider can be an effective war weapon too. In their attack on Crete Germany carried troops in aeroplanes and gliders from Southern Greece and landed them in Crete. Parachutists are also carried in gliders. Entire divisions are now airborne. Their noiseless approach makes them more dangerous than aeroplanes. There is a gliding school in India at Bombay and projects for starting several others are in hand.

Aerial navigation is now as common as travel by railway train and steamships. It has recently made communication much more speedy than before. Commercial men have gained much. Every country is spending millions of pounds on aerial navigation. But there is a dark side to the picture. We do not want to stress the factor of accidents. Accidents occur in railway journeys and ocean voyages too. We are thinking of the world war that was raging recently. Progress in aerial navigation means growing danger from the air. There is no effective defence against hostile aircraft. A bomber can always get through. Bombers killed thousands of innocent civilians in Europe, China, Japan, and recently in Korea and what is most possible they can be used for dropping atom bombs and hydrogen bombs.

7. MODERN WARFARE

Outline

Introduction—Wars are no longer glorious or romantic

1. Modern wars are terribly destructive and nerve-shaking.
2. Moral principles are flouted in modern wars.
3. Now-a-days wars tend to become world wars.
4. Wars are generally economic at bottom.
5. Air force is a decisive factor in modern wars.

6. The atom bomb.

Conclusion.—Wars threaten to wipe off civilization and mankind.

War is no longer the romantic thing it used to be. In the Middle Ages fighting was the noblest profession, a kind of pastime for men of high birth. Knights would go in armour on a steed in search of gay adventures. Even down to the close of the eighteenth century warfare did not involve much destruction and bloodshed. Wars were localised and the duration of battle was not long. Waterloo was an affair of a few hours. Moreover, armies frequently got plenty of rest, for they would not fight in winter, on rainy days, Saints day, general's birth-days. During the suspension of hostilities, the combatants visited each other's camp and drank to the other's health. Warfare was a clean manly sport.

How changed everything is now-a-days ! Fighting has lost all its glamourous halo ; it is a beastly, brutal affair. The soldier spends weary days and nights in trenches, dug-outs, underground shelters, hourly dreading death-dealing bombs, shells or horrible poisonous gases. There are no fixed hours of fighting. The enemy is always on the look-out for a surprise attack, under the cover of darkness or by means of skilful camouflage. The soldier lives in a virtual hell, his nerves on edge, his mind never at rest. During the First World War many soldiers got such terrible shell-shocks that they never recovered their normal reason.

In modern times it seems all moral rules and codes of warfare have been thrown to the winds. For instance, the technique of giving an ultimatum to the enemy is regarded as out of date. Japan carried on an undeclared war against China for years and conquered Manchuria. Hitler made a lightning attack on Poland without previous warning. Mussolini stabbed the Allies in the back unawares. In our own country Pakistan waged a prolonged war against Kashmir under cover of its inability to control the tribal raiders.

Modern war tend to develop into world war. Nations have their vested interests and when any two powers fight the others are inevitably drawn into the conflict. It is difficult to draw a line between belligerents and non-belligerents ; the notion of neutrality has almost disappeared. The history of the two world wars shows that no nation can remain unaffected as soon as fighting breaks out in any part of the world. It was with great difficulty that the Arab-Jew conflict in Palestine was prevented from developing into a European War. Similarly, the success of Communists in China has struck a great blow not only to Kuomintang but also to British and American interests. The advancing tide of Communism in China, Burma, Malaya Archipelago is not a happy sign of future world peace. At one time. the Korean war seemed to develop into world war.

In the past wars were fought for building up empires. Every great ruler wanted to be a great conqueror. To-day wars are economic at bottom. Nations do not fight for land so much as for natural resources and raw materials. Coal, petrol, oil, iron, uranium—these are the bone of contention in modern wars. Sometimes, however, wars are waged for the sake of political ideologies, as in the case of the Civil War in China.

Modern wars are fought on land, sea and in air simultaneously. A special feature of the latest methods of fighting is the use of mechanized units, equipped with tanks, motor-cycles, automatic guns. Cavalry regiments have no place in a modern army. The horse has been replaced by the tank. The tank was invented in the First World War, but in the Second World War it was brought to the height of perfection. Owing to this terrific weapon trench warfare has lost its significance. Long range artillery, camouflage, spreading mines both on sea and land are some other characteristic features of modern fighting.

Fighting on land and sea is important but the most decisive role in modern warfare is played by the aeroplane. The air-force is an indispensable limb of a well-equipped modern army. Aerial bombing is the most disastrous form of attack. In the Second World War Hitler felt that he could compel the British to surrender by intensive aerial bombing on England. At one time it seemed that Hitler's boast was going to come true. But as the American came to the rescue of the British the tables were turned. The valley of Srinagar in our country was saved by the timely assistance of the Royal Indian Air Force.

The most horrible weapon of modern warfare is the atom bomb, invented by the Americans. The use of two such bombs in Japan brought that nation to its heels. The atom bomb, it is certain, has changed the entire technique of fighting. A nation in possession of this dreadful weapon is almost unconquerable. A few atom bombs can wipe off millions of men in the twinkling of an eye. Whether a counter weapon for the atom bomb will be invented is too much to say at the moment. Moreover the invention of a far more destructive bomb, named the hydrogen bomb is under the serious consideration of scientists now-a days. If their attempts succeed the atom bomb will become a mere childish weapon in comparison to the hydrogen bomb.

Modern warfare is the result of the abuse of science. Scientists compete with one another in inventing more and more destructive weapons. Man has been reduced to the level of a brute. To-day there is no distinction between combatants and non-combatants. Aerial bombing is directed as much against military targets as civilian population. If man does not learn the grim lesson of the two World Wars the future of humanity is dark indeed.

8. CIVIL LIFE AND MODERN WARFARE

Outline

1. Introduction—The two fronts of modern warfare.
2. Civilian casualties from aerial bombardments and what is done to protect the civilian.
3. Economic blockade and its effect.
4. Financing the war.
5. The fifth column.
6. Conclusion.

In modern warfare it is not the soldier at the front who alone is the target of the enemy. Modern warfare has two fronts, and the home front is as important as the front where the armies go into action. In old days when hostile armies fought in remote fields of battle, the civilians, except those near the field were hardly affected. When a city was besieged and then captured, some destruction of life and property usually followed. But now-a-days the civilians suffer as much as, if not more, than the soldiers.

Let us think of the loss of life in World War II. The number of soldiers who were killed in all fronts does not exceed one and a half millions, if we exclude the Chinese casualties of which no reliable figures are obtainable. But several millions of civilians lost their lives in Poland, Norway, Belgium, Holland, France, Albania, Germany, Italy, North Africa, China, Japan and elsewhere. In London alone more than sixteen thousand men, women and children were killed or wounded in the first week of the intensive German aerial bombardment in 1940. Although the warring nations always pretend that they attack military objectives, more often than not their bombs drop on the undefended homes of innocent people. The two atom bombs which completely destroyed the Japanese cities of Hiroshima and Nagasaki are the worst example of civilian casualties. Another tragic case is that of Korea where the civilians are facing untold misery, death and destruction.

The protection of civilian population is a matter of great concern with all warring nations. Searchlight units, anti-aircraft batteries and fighter planes had to be on the alert all the time in all large and important towns of England' Germany, Italy, Russia and Japan. These cities were attacked at all times by day or night. Underground shelters were provided in all these towns, so that at the warning signal citizens could run to the comparative safety of these shelters. Yet the fate of Warsaw, Amsterdam, Belgrade and Singapore proves that no A. R. P. organization, however efficient, can effectively protect the civilian population from enemy attack.

But it is not actual death or injuries only that the civilian has to experience these days. He has also to experience the hardships of economic blockade. In the last war, the Allied Navy made this blockade so effective that there was actual famine in Germany and Austria-Hungry. In this war the Germans were trying to blockade Britain by means of mines, submarines and war-planes, and the Britis were also paying the Germans back in the same coin. The civilians in both countries suffered all kinds of hardships. There was, and still is, strict rationing of food. One cannot eat or wear or use whatever one wants. Even petrol is rationed. The prices of many of the necessaries are going up. Even in India which is so remote from the theatres of war, we have suffered so much. We pay more for travelling, for food, and for covering ourselves these days than we did before the war. And the horrors of Bengal famine are still fresh in popular memory.

The civilian of a belligerent country in these days has to make numerous other sacrifices. The importance of the home front, as we have already said is great. The civil liberties of the civilian are greatly curtailed during the war. In India we are all familiar with the operations of the Defence of India Rules. Apart from sacrificing his personal liberties the civilian has to pay for the successful prosecution of the war. Modern war is a very costly thing. The civilian has to pay more for taxes, to make monetary contributions or to buy war loan bonds. His property is liable to be confiscated by the state at any moment if the state thinks of making use of it for war purposes.

'Fifth Column' activities introduce another complication in civilian life these days. One cannot talk freely or move about freely or write freely or listen to people attentively, because one does not know what the other man really is. Enemies try to weaken the resistance of a nation from within. Men like Quisling in Norway or Sir Oswald Mosley in England are by no means rare.

Modern warfare affects the civilians so much because, in order to win a modern war, all the resources of a country are mobilised, and the civilian has to contribute as much as the soldier. If the enemy can destroy the morale of civilians and effectively bombard the factories engaged in the manufacture of war supply and munition, then the war is almost won. It is 'total war' that we are having these days.

9. THE ATOM BOMB

Outline

1. When was the bomb first used.
2. The history and principle of its manufacture.
3. Controversy about the justice of its use.
4. Speculations about the use of atomic energy.
5. Race of atomic armament.
6. Conclusion.

It was in August 1945 that the world suddenly awoke to the reality of the atom bomb. World War II had entered its last phase. Germany had surrendered, but Japan was still holding out. Then the Americans dropped an atom bomb on Hiroshima on August 6th and another on Nagasaki, a few days later. Both the towns were completely wiped off. Japan was brought to her heels. The triumph of the atom bomb was complete.

The principle underlying the manufacture of the atom bomb had been known to scientists for a long time. The atom, they knew, was non-divisible, but if it could be split into its component parts—electrons, neutrons and protons—there would be a tremendous release of energy in the form of heat and light. Researches on the splitting of the atom had been going on for a long time in Germany, England and U.S.A. Some German scientists who had made headway in this direction, betrayed their country, came over to England, and carried on further researches with English money and material. It is estimated that the English spent 25 million pounds on atomic research. During the middle of the War the entire work was transferred to U.S.A., which set up a huge atomic research colony in Tennessey Valley. The entire establishment was kept a closely guarded secret and the amount of money, which America spent on it, runs into astronomical figures.

The efforts of the Tennessey Valley scientists were crowned with success in the middle of 1945. The credit of the success, it is said, was largely due to a German scientist, Otto Hahn. In July, 1945 the first atom bomb was exploded in the desert of Mexico and its effects watched by a large team of British and American scientists. It is reported that the explosion of the bomb caused a huge pillar of smoke and light to shoot up into the sky. The burst of light was far more dazzling than a flash of lightning. Simultaneously with the blinding illumination a terrible hurricane swept over the entire area. A deep depression was made on the spot where the bomb had exploded. So great was the heat produced by the explosion that the sands of the place were turned into glass.

After this satisfactory trial, the atom bomb was used against Japan. The War came to an almost instantaneous close. The Allies rejoiced over their victory, but the atom bomb became a problem for the world. A sharp controversy raged about its use. The Allies justified its use, calling it a saviour of mankind, for it had brought the war to a speedy close. Their argument was that the destruction caused by the two atom bombs in Japan was much less than the havoc which the prolongation of the war would have brought in its train. On the contrary, the use of this weapon was bitterly condemned by some clergymen in England, who refused to celebrate the V-day as a mark of protest. In their opinion, the use of the atom bomb was an inhuman act, a violation of the international code of war. It was the height of brutality and barbarism to have wiped out the 80,000 non-combatant citizens of Hiroshima at one stroke. Humanity could not be more cruel and immoral.

Before the world had recovered from the shock of Hiroshima and Nagaski tragedies, speculation about the potential uses of atomic energy for constructive purposes became rife. The discovery of the splitting of the atom was hailed as the dawn of a new era. The age of electricity was to be succeeded by the age of atomic energy. It was estimated that a very small amount of the new energy could run all the electric and industrial installations of such big towns as New York or London for five years without break. Journalists began to circulate fairy tales that man would soon be able to make trips to toe moon and other planets in rocket planes propelled by atomic energy. The possibilities of the new energy seemed to be vast and thrilling.

It is, however. a great pity that during the last six years, the world's attention has been focussed on its destructive rather than constructive potentialities. The atom bomb has become a bone of contention among the great powers of the world. Till recently, America had the monopoly of the atom bomb, but now it is known for certain that Russia too is in possession of this deadly weapon. Consequently, bitterness and tension between America and Russia has grown and a race in atomic re-armament is going on. Of late it has been reported that owing to certain differences with America England is going to have its own atom bombs in the very near future.

The average citizen of the world shudders to think of the possible consequences of a large scale atomic war. The great powers of the world too are aware of this danger. The U. N. O. set up an Atomic Energy Control Commission on January 24, 1949. The object is to restrict the use of atomic energy for destructive purposes, and to put under international control the total available quantity of uranium, a mineral which is of great use in splitting the atom. The Commission, however, has made no progress, largely because of America's unwillingness to share the atomic secret with other powers and Russia's insistence on the destruction of all the existing atom bombs. During the present Korean war President Truman even suggested at one time that America would not hesitate to use the atom bomb against the North Koreans. Luckily, the timely intervention of Mr. Attlee and other nations of the world averted the crisis. Nevertheless, America is stock-piling atom bombs and is also concentrating on the manufacture of a far deadlier bomb, known as the hydrogen bomb.

Mankind seems to forget nothing and learn nothing. The past history of Europe and the present tension between the Western and Eastern blocs augur ill for peace in future. If the present tangle is not solved atom bombs are bound to explode over our towns and villages. The Frankenstein monster is in our midst. If he runs amuck who can hope to survive ?

10. THE ATOMIC AGE

Outline

1. Introduction.
2. The advent of the atomic age.
3. Reaction to the use of the atomic energy :
   - (*a*) In the political field.
   - (*b*) Horrors of atomic warfare.
   - (*c*) The constructive uses of the atomic energy.
4. Conclusion—thrilling prospects in the atomic age.

The story of human civilization has been largely the story of the advance of science. With the passage of years man has been sharpening his intelligence and conquering the forces of nature. Manual labour has been systematically reduced. Scientific inventions have enabled man to do with machines what formerly he had to do with his own hands. Thus steam and electricity have been used in the service of man. The steam age began in the eighteenth century and in the nineteenth century electricity took the place of steam. For the first forty years of the present century electricity reigned supreme. During the last few years, however, atomic power seems to challenge the supremacy of electricity. The atomic age may be said to have begun.

It was July, 1945, that the world suddenly awoke to the reality of the atomic energy. World War II had been going on. Germany had surrendered but Japan was still holding out. Then the world suddenly heard of the use of two atom bombs against the Japanese. The results were almost magical. Within a few days of the dropping of these bombs on Hiroshima and Nagasaki Japan laid down her arms. Nobody had expected such a swift and decisive victory. The atom bomb had triumphed over everything else.

Since the fateful use of the atom bomb against Japan the leading politicians, thinkers and scientists of the world have been trying to understand the full significance and possibilities of this new energy which man has at his disposal now. The war has indeed been won. Democracy has triumphed over the forces of dictatorship but man has yet to adapt himself to the far reaching consequences of the atomic energy.

Atomic energy has revolutionised world politics. The nation which can employ this energy against its enemies is invincible. This explains the growing bitterness between America and Russia. The former has long been in possession of the atom bomb, the latter too now possesses this deadly weapon. Russia, at one time demanded international control of atomic energy and the destruction of existing atom bombs but America and the leading European powers were unwilling to part with the magic weapon They know full well that if they destroy their atom bomb or share their secret with Russia their supremacy in t h world would at once disappear. The United Nation Organisation has so far made but little headway in solving this deadlock. America has not only not destroyed its atom bombs but it has invented hydrogen bombs which are a hundred times more destructive than atom bomb. At the same time Russia is sparing no pains in manufacturing atomic weapons as quickly as possible.

The atom bomb has thus become a bone of contention among the powers of the world. The common man shudders to think what the consequences of this conflict are going to be. Wars, even without the use of atom bombs, are terribly disastrous, but if an atomic war breaks out in the world, mankind and civilization are bound to be wiped off the face of the earth. The atom bomb is a sort of monster who is getting out of the control of its maker, man. If good counsels prevail and the monster of the atom bomb is kept in check humanity will breathe a sigh of relief. In case otherwise its doom is assured.

The atom bomb is only one of the numerous channels into which the vast energy hidden in an atom can be directed. The splitting of an atom, scientists tell us releases a vast store of energy which can be utilized both for constructive or destructive purposes. During the war large scale and extremely expensive experiments were carried out in England and America. The fruit was the atom bomb. But the inventors of the bomb have much more to say about the atomic energy. Now that the war is over man's minds should be turned to the uses of this precious energy.

The atomic energy, like steam or electricity, is in itself a harmless though highly powerful energy. It is up to man to direct it into fruitful or destructive channels. In the constructive sphere the atomic energy can work wonders. It is estimated that a fraction of thise nergy can keep all the electricity-run plants of a big town running for days together. The present electric power-houses and hydro-electric plants will become superfluous. Trains and aeroplanes will be able to run at an incredible speed. The world which has already shrunk in regard to distance and time will shrink infinetely more. Today it takes a couple of weeks to fly round the world ; in the atomic age only a few hours will be enough for world tour. Scientists even prophesy that in no distant future atomic energy planes will make trips to the moon and the other planets. What new worlds and new species of living beings will be discovered it is difficult to say at present. It is, however, certain that the mystery of the universe will be unearthed. Perhaps we will know how many more worlds, solar systems and civilizations exist in the starry heavens. Continental tours will yield place to inter-planetary trips. The mind indeed staggers to think of the vast possibilities of the atomic energy.

The evry thought of the uses of the atomic energy is thrilling. Who knows the proper use of this energy will abolish disease, suffering and old age. Should we conjecture that it will enable us to conquer death too ? That is probably going too far. Scientific advance has enriched human life, but it has also revealed that behind all this phenomenon there is a great Creative Power which will ever remain unknowable, unconquerable. The atomic energy will open new fields of adventure, of work and thought, but it will also bring with it greater responsibilities, more serious risks than man has ever faced before. Nonetheless it is highly stirring to exercise one imagination on the possibilities of the atomic energy.

But as it is there seems little chance in the near future directing atomic energy into fruitful channels. It is being exploited only for producing more and more terrible engines of destruction so that sometimes one feels it were better man had never discovered this new energy.

Politics and Current Affairs

1. PATRIOTISM

(*Survey of India Exam., July, 1950*)

Outline

1. Introduction.
2. The evolution of the idea of patriotism.
3. Its advantages and merits.
4. Its disadvantages and dangers.
5. Patriotism *versus* internationalism.
6. Conclusion.

Few sentiments have governed men's hearts more than love of the motherland. To love the soil where one is born and bred is a deep-seated instinct. The bond between us and the land of our birth is sacred and indissoluble. This holy passion has inspired the greatest exploits of heroism and sacrifice. Poets in all ages and countries have sung in praise of patriots who served their motherland or shed the last drop of their blood for its sake. Men like Maharana Pratap, Shivaji, Subhas Chandra, Lokmanya Tilak in our country and foreigners like Abraham Lincoln, Mazzini, Garibaldi, Dr. Sun-yat-Sen and scores of others have received the world's homage for their selfless patriotism.

Love of the motherland has not been a static conception. It has changed and broadened with the growth of civilization. In its earliest stage it stood tribal loyalty. And this idea lasted till the end of the Middle Ages. In Medieval Europe and India, patriotism implied two things: (1) loyalty to the tribal chief, (2) and love of the land of one's birth, *i.e.*, local patriotism. Down to the end of the 17th century, the Rajput chiefs of India, for instance, thought only in terms of their narrow principalities and loyalty to their rulers. The people of Ajmer would look upon the people of Bikaner or Jodhpur as foreigners and thus constant warfare went on between the rival Rajput states.

These narrow conceptions, however, began to fade with the advance of nationalism and nation states. Tribal loyalty or local patriotism came to be replaced by a wider loyalty *i.e.*, loyalty to the entire country and nation. Feudalism yielded place to genuine national sentiment. Europe, for instance, came to have powerful nation-states in the 17th and 18th centuries. Italy and Germany were the last countries to be unified into national units in the 19th century. As a result of greater unity and consolidation, much solid progress was made in the various nation states during these centuries. The achievements of enlightened despots like Louis XIV, Peter the Great, Frederick the Great and Napoleon Bonaparte were, in spite of all their defects, highly laudible.

Viewed in the light of the above facts, patriotism has much to commend itself. It does, to a certain extent, inspire man to bring forth his best qualities. Thus it makes for great progress, unity and strength. But patriotism has in it the seeds of rivalry and strife. An intensely patriotic people often falls a victim to pride and self-conceit. One begins to assume qualities and greatness which one does not possess. Our country is the best; our language and literature, are the richest in the world; our industry, culture, our armies, in fact, everything, that we call ours is the very hall mark of perfections and superiority. Such sentiments often saway nations, if they do not exercise proper restraint and consideration. And once a nation falls a victim to such an outlook, it becomes a danger to the peace of the world. The history of 18th and 19th century Europe is full of the story of wars which arose out of vain and aggressive patriotism.

In the world of to-day, nationalism is suspect. The form which this sentiment took in Fascist Italy and Nazi Germany has tarnished its fair name. The Nazis, for example, revived the out-moded theory of race superiority and indulged in brutal persecution of the minorities such as the Jews. In the East also Japan brought great discredit to nationalism by using it as a plea for aggression and imperialism. Hence, with all its merits, patriotism is not enough. It must be supplemented with internationalism.

Attempts have been made during the past fifty years to temper the patriotic sentiment with an international outlook. Self-conscious sovereign nation states cannot live in peace and amity, if left to themselves. Hence the need of international organizations such as the League of Nations and the United Nations. The League was conceived with a view to banishing war and settling national disputes by peaceful means, but it turned out to be an utter failure. Aggressive nationalism wrecked it. A second experiment is being tried in the form of the United Nations, which is certainly an improvement in many respects, upon the League. Nevertheless the U.N.O. has its failings and the seven years of its life have made certain knowing observers highly doubtful about its future. Nationalism is still too strong for the growth of a true international spirit. The noble sentiment of love of the motherland is often corrupted by selfish and greedy ambitions which can be gratified only at the expense of other peoples and countries. It, therefore, seems that man has yet to enter a higher stage of civilization in which he will learn to accommodate his interests with those of others. Until the various peoples of the world come to believe in the noble principle of 'live and let live' patriotism or love of the motherland will continue to lead them into the horrors of great World Wars than we have witnessed so far.

2. **"Rule of the people means that a people should allow itself to be governed and led by its most capable individuals".**—Discuss with special reference to the cult of the Leader in modern political life.

(*Ministerial Service, Grade I & II, 1947*)

Undoubtedly democracy, according to the famous definition of Abraham Lincoln's, is the rule of the people, but it is highly doubtful if it is the rule by the best and most capable people. The rulers in a democracy are the elected representatives of the people and the basic principle of election is respect for the will of the majority. Thus the elected representative is technically the most popular person in his constituency, but it is obviously a fallacy to believe that the most popular person is also the most capable. Popularity and merit do not always go together.

There are various factors responsible for the gap between popularity and merit. Both electors and elected are responsible for it. The electors in a democracy are not necessarily fit for choosing the best person to look after the affairs of the government. The common man—the basic unit of democracy—does possess the right of voting but he does not, therefore, possess the wisdom of exercising that right properly. True, he has a certain measure of common sense, some ability to grasp the interests of his nation and country. But often his measure of common sense is not enough for forming a correct and just estimate of his country's problems. The business of modern governments is generally so technical and complicated that the average citizen cannot properly understand them. For instance, the common man does not fully realise the complications that followed the devaluation of the pound and the rupee. The issues involved in the Sterling Balances, the Dollar pool, or the details of framing a constitution—all these are usually beyond the grasp of the average individual. Generally, the knowledge of the common people about important internal or foreign affairs is too little to enable them to form correct views. It is true, that the press, the radio and other means of propaganda help to form public opinion on important matters, but this formation of opinion, as will be shown below, is not always done in the right manner.

"The majority," says Dr. Stockmann in one of Ibsen's plays, "consists of fools." This is only an extreme version of the limitations of the common man of democracy. Owing to his insufficient knowledge of current affairs, the common man is largely governed by external influences in the matter of forming opinions. He does not think for himself: he borrows other people's ideas. He is at the mercy of the winds of propaganda which blow all round him. And these winds are very fierce indeed in modern times. Unless a man has strong convictions he is likely to be swept off his feet. Science has raised propaganda to the level of a great art, a highly organised and efficient machine for leading or misleading people. The most striking instance of such organised propaganda was furnished by Goebbels in Nazi Germany, but regimentation of public opinion is not limited to dictatorships alone. Democracies too are largely subject to organised mass propaganda. For instance, the existence of party system and election on party lines are just another form of regimenting public opinion.

And this brings us to the role of the leader in a democracy. In general, a leader is a man of extraordinary parts, a person who by virtue of his special merits is fit to lead the people. But in a democracy every leader cannot wear this description. It is a curious irony that men of the highest ability and attainments do not necessarily become leaders in a democracy. The reason is that a democratic leader has to represent and enjoy the confidence of the majority of the people, who, as has been shown above, are not always wise. The task of pleasing people runs counter to the duty of following lofty principles. Many a democratic leader has fallen a victim to this dilemma. Both Abraham Lincoln and Mahatma Gandhi—the greatest leaders of their countries—had to pay with their life blood the price of rowing against the popular stream. Public confidence and popularity are very unsteady and undependable and only he who can change his opinions quickly and sacrifice his principles may hope to please people. A true leader, on the contrary, tries not merely to represent but lead, *i.e.*, educate public opinion, and that obviously is like walking on the sharp edge of a sword. Once in a while, a country may come across rare leader like Pandit Nehru or Subhas Bose or Churchill, but generally democracy proves a breeding place of mediocres, who are past masters in compromise, patience and expediency.

Moreover, the system of election—the basic plank of democracy—seems to encourage political demagogues, careerists and opportunists. People with a smooth tongue, a little gift of platform speaking and capable of playing upon the sentiments of the masses are often able to steal a march over their abler rivals. Voting is not governed by reason. Man, in spite of his progress and civilization, is a creature of passions and prejudices. Hence people vote the machinery of propaganda has reached such a pitch of perfection that anyone who is willing to pay for it, seems to be able to utilize it to win an election, to sell any worthless invention or to get public support for any form of swindle.

Even the government of a country cannot neglect propaganda. If a provincial government in India wants support for a certain measure it must be able to carry on a powerful propaganda campaign on its behalf. If the press is against the measure contemplated then the government is hard put to it to carry it through. Thus we see rather unhappy instances of provincial governments paying money to certain newspapers to carry on propaganda in favour of their policy. Perhaps a democratic government cannot function successfully, although many of us may not like the policy of subsidizing unprogressive papers.

If democratic governments have to depend on propaganda dictatorships may be said to live by propaganda. A dictator must be able to represent himself as a kind of infallible superman before the people. He must have widespread support for everything he says or does. There must not be any kind of opposition to him in the press. Thus in fascist Germany and Italy there was no freedom to the press. The newspapers wrote what the dictators wanted them to write. Mussolini himself was an expert journalist. Hitler had a remarkable 'minister of propaganda' in Dr. Goebbels. Hitler and Mussolini carried on 'war of nerves' by means of press campaigns against their enemy countries in such an effective manner that they at times won their objective without bloodshed. This was done without, however, any consideration for any principle or morality. More than once the German dictator maintained in his autobiography that a lie, repeated again and again, is accepted as truth by the people in the long run.

Even England had a minister of propaganda until recently (1941-45). But the methods of Mr. Duff Cooper or Mr. Branden Bracken did not compare favourably with those of Dr. Goebbels as the latter had no regard for truth. Soviet Russia realized the value of propaganda long ago. In every country of the world there are well-organised communist groups distributing literature or information glorifying the achievements of communist Russia. In England there is a Left Book Club whose main function is to carry on such propaganda.

The press is not the only machinery of propaganda in these days. The platform has always been and still is a mighty means of propaganda—especially in democratic countries. A political party can win popular support by organizing lectures all over the country about its aims and ideals. Now-a-days a public man is expected to keep in contact with the public by appearing before them. The great dictators of Europe and Asia have all been notable speakers.

The radio is another mighty means of propaganda now-a-days. Almost all the European countries and America have realized its importance. There are or were daily and regular broadcasts in all principal languages of the world from London, Berlin, Rome and Moscow. The Rome radio had much to do with the pre-war unrest in Palestine. It engaged well-known Arab speakers and artists to carry on anti-British propaganda in the Arab countries. German propaganda initiated and strengthened the anti-British policy of Rashid Ali and his followers in Iraq in 1941. Now both Russia and America are using the radio in criticising each other's policy.

It may now be asked, "Are these modern methods of propaganda good ?" The reply cannot be a cheerful 'yes'. These methods—highly efficient and scientific as they are—are utilized by people not so much to spread truth as to support a particular point of view or interest or policy. It seems that in modern life it does not so much matter what one really is as what one can persuade others to believe one is. Noisy and unscrupulous methods of propaganda—too frequently utilized—have made modern life a noisy, vulgar and restless affair.

4. SAFETY LIES IN RE-ARMING NOT DISARMING

(Inter-Services Wing, 1948)

Outline

1. Introduction.
2. Weakness is an open invitation to aggressive powers.
3. Force is still the last means of settling disputes.
4. The race for rearmaments is going on in full swing.
5. Armament is no final solution.
6. Conclusion.

In his recently published history of the Second World War, Sir Winston Churchill stresses the point that the last War was largely the out come of the policy of dis-armament which the democracies of Western Europe, especially Great Britain and France, persistently followed after the Treaty of Versailles. Hitler was able to attack his neighbour because they were not properly armed to resist him. Thus lack of military preparedness proved a direct encouragement to the Feuhrer. But if the military might of the Allies of the First World War had not been allowed to decline it would have acted as an effective check on the Nazi dictator.

Churchill's theory may not be brushed aside as mere war-mongering, though it is doubtful if Hitler had given up his evil designs even though England and France were fully armed. What the British Prime Minister really means is that a weak nation has a difficult existence in the world. Weakness is an invitation to aggressive and ambitious nations. The history of mankind furnishes numerous examples to support this view. Empires are always built and conquests made at the cost of the weaker people. The strength to defend oneself, one's freedom, honour and possessions is the first essential of existence in the world.

In spite of man's progress the use of force is the last means of settling disputes. If during the last World War, England, France and the other Allies had not speedily piled up armaments, democracy and civilization would have perished under the Nazi heel. If the natives of Kashmir and the Indian forces had not put a brave fight against the unjust attack of the tribal raiders and Pakistan troops, the fair valley of Srinagar would have been reduced to ruin. Similarly, the entire south would have been plunged into chaos if the Indian Government had not taken police action to bring the Razakars and the Nizam to book. Again Communists would make all life impossible if the Government do not deal with them sternly. Both individuals and nations are still far removed from the path of peace and fair play. Wild passions and warlike instincts still govern the human heart and the only shield against them is force.

In the international sphere to-day, we notice the same tragedy. On the one hand, we have set up an elaborate machinery, the U. N. O., for resolving differences peacefully but on the other, we have to pile up armaments. It is true that in the years immediately following the conclusion of the war, some of the Allied forces were demobilised and disbanded, but then the nations called a halt to disarmament. The manufacture of the atom bomb went on apace and now U. S. A. no longer has a monopoly of the dreadful weapon. What is more, in January 1950, the American Congress sanctioned the doubling of military expenditure. Military aid is being provided to the signatories of the Atlantic Pact. Germany is being rearmed and the preparation of a mighty Europeon Allied army is going on fast. Though a peace treaty has been signed with Japan, the American occupation forces in Japan have not yet been withdrawn, for in the event of a third World War, Japan will become a strategic military base against Russia. Moreover like Germany Japan is also being rearmed. What Russia is doing behind the Iron Curtain one does not precisely know, but it is clear enough that the Russians are in no mood to weaken their military power. In fact it is estimated that Russia maintains the largest standing army in the world. The Korean War in which America and China have come into almost open clash has given a further stimulus to rearmament. America, England and other powers of the

Atlantic pact are frantically arming themselves to teeth.

Nobody can be happy at the turn events are taking to-day. Disinterested observers and lovers of peace would lament these warlike preparations in America and western Europe on the one hand, and Russia with her satellites (including China) on the other. The two blocs are distrustful and afraid of each other. Their ideologies are diametrically opposed and each side seems anxious to propagate its own way of life. Communism is an expanding creed, eager to embrace the whole world, while the democracies are equally stubborn to preserve themselves. Peaceful negotiations do not seem to bring about a compromise. The logical conclusion, therefore, seems to be a headlong clash, sooner or later.

The prospect of a third world war is too painful to contemplate. But how to avert this catastrophe is a big problem. Rearmament, resulting in a balance of military power, is only a temporary check on war: it cannot long preserve the peace. History proves that if men are trained as soldiers their hearts itch for blood: if guns are manufactured they are bound to go off. And yet apparently disarmament is not practicable unless mutual distrust and fear disappear. In theory disarmament and pacifism are highly praiseworthy but in practice they seem to be impossible. "Who will bell the cat in the matter of disarmament ?" is the ever-present baffling question. And will all the nations disarm simultaneously ? That again is asking too much from man as he is to-day. Thus the riddle is almost insoluble. Man seems to be doomed to arm and fight, rearm and fight again. The cycle has to go on till there is a real change of heart. So long as this does not happen he is bound to handle a rifle and shoot his fellow men.

5. THE UNITED NATIONS ORGANIZATION

(*Royal Indian Navy, 1948*).

Outline

1. Introduction.
2. The U. N. O. and the League of Nations—a comparison.
3. America's dominating role in the U. N. O.
4. The activities of the U. N. O.
5. The unsolved problems before the U. N. O.
6. Conclusion—prospect for the future.

The United Nations Organization, which came into being about seven years ago, is often a subject of lively debate in political circles. A large number of people express grave doubts about its success, while a small minority regard it as the only hope of mankind. The former think the U. N. O. has been weighed and found wanting, the latter believe that with all its limitations it has been doing very useful work.

It is easy to pick holes in any organization or machinery which may be set up to perform the extremely difficult task of preserving peace and paving the way for 'One World'. The U. N. O., it must be admitted is not a perfect body, but it is also hardly disputable that it is more perfect than any other body so far set up for the great task of maintaining peace and goodwill in the world. Among its obvious defects may be mentioned the Veto which any of the Big Five on the Security Council can exercise. Experience has shown that the veto has been abused by some powers, especially Russia which used it 22 times during 1947-48. But it must not be forgotten that the veto clause was introduced in order to obtain unanimity—an indispensable factor for keeping the peace. Again, the U. N. O. is still passing through an organizational period. Difficulties of procedure, for instance, the hurdle of translation, have yet to be overcome. Moreover, as formal Peace treaties with the vanquished powers except Japan have not been drawn up yet, the deliberations of the U. N. O. lose some of their moral force and binding.

On the other hand, the U. N. O. is decidedly an improvement on the League of Nations. It is more broad-based than its predecessor, consisting, as it does, of nations both victorious and vanquished. Its initial members were fifty-one, but now the number has gone up to sixty, the last nation to become its member being Indonesia. But that is not the final limit, for any peace-loving free state can become its member. In the League a question could be decided only by an absolute majority : in the U. N. O. a two thirds majority for division on important matters and a simple majority on others is enough. Unlike the League, the U. N. O. is empowered to use force, besides economic and other sanctions, in grave situations. The U. N. O. has no separate army at its command ; it has only the right to demand the requisite force from the member nations. And this right was exercised in June, 1950 when North Koreans invaded South Korea. The U.S. Army fought the invaders under the sanction of the U. N. O. while U. K. ,France, Australia, Turkey and few other nations sent troops according to their ability. Even India contributed a medical unit. Thus for the first time in the history of the world an International force was raised to punish the aggressor. Moreover the U. N. O. has followed a realistic policy in recommending a regional approach to local questions. For instance, the far-off Peru will not normally be asked to mediate in a South-east Asian dispute.

It is also urged that the U. N. O. is too much dominated by America, which bears the largest part of its expenditure. The Secretariat of the U. N. O. is manned mostly by Americans and its sessions are generally held at Lake Success in U.S. A. These objections are not baseless, but the present state of affairs cannot continue indefinitely. Other nations in Europe and Asia, as they recover from the effects of the war and attain independence, are bound to share the monopoly which the Americans are, at present, obviously enjoying. For instance China, one of the Big Five on the Security Council, will not long be the played-out Nationalist China, but the new China of Mao Tse-tung, and that would change the face of things a good deal. Again India along with the other Asian countries, newly come into their own, will throw increasingly greater weight into the affairs of the U. N. O. Already India's voice commands a respected hearing: her representative has been elected to the Security Council and another Indian Mr. Shamaldhari Lal I. C. S. has been appointed as Assistant Secretary-General, while the Chairmanship of the Atomic Energy Control Sub-Committee was held by Sir B. N. Rau for about two years. Despite the great influence of America and her allies, the U. N. O. cannot become a mere Anglo-American show just as the League was simply an alliance between England and France.

A brief glance at the activities of the U. N. O. during the past six years will reveal that there is not much room for gloom and despair. It should be admitted that the problems, the U. N. O. has faced from the very beginning were highly intricate and difficult. Intense, aggressive nationalism on the one hand, and imperialistic and colonial ambitions on the other, still largely dominate world politics. European empires are crumbling, but European nations, the English, French and Dutch are, as if, fighting a last battle against nationalism in Middle and East Asia. To educate imperialistic nations on the one hand, and to teach moderation and internationalism to the new nations on the other, are tasks which no organization can easily accomplish. If the work of the U. N. O. is slow and there is much talk and bitter debate one has only to remember that man is slow to learn and unwilling to surrender his self-interest. After all, the U. N. O. is a deliberative body and its decisions are largely based on the moral sense of mankind. It cannot, in every case, use force or pressure.

It is in the light of the above facts that the U. N. O.'s record of work has to be judged. One of the first issues that confronted it was Iran's protest against the continued say of Russian troops on its soil. The issue was peacefully solved and Russia had to recall its troops. Then came the knotty Greek problem, which, in the first instance, centred round the withdrawal of British troops. The problem was greatly complicated by the underground activities of Russia through the neighbouring countries of Albania, Bulgaria and Yugoslavia. It taxed the patience and intelligence of the U. N. O. diplomates but ultimately the Communist guerillas have been brought to book and a large measure of security prevails in the country. Perhaps, the greatest success of the U. N. O. has been demonstrated in bringing pressure on the Dutch to set up the Free Indonesian Republic. The partition of Palestine, and the creation of Isreal rank only next to the liberation of the Indonesians.

The problems which still baffle solution are the Kashmir tangle, the South African policy of racial discrimination, the war in Indo-China and the growing gulf between Russia and America. For the last two years Korean war has produced a highly dangerous situation, which at one time brought the world to the verge of another great war. Luckily, however, the immediate crisis has passed and negotiations are going on to find solution to end hostilities. If P.O.W. issue is solved, the war will immediately come to an end.

The U.N.O is not absolutely idealistic in its counsels Power politics and other prejudices come in its way. The Kashmir issue, for instance, has been largely bungled, though fighting in Kashmir has been stopped. The policy of racial discrimination too has not been seriously tackled while disarmament has not only not been achieved but a race in armament has sprung up. The Russo-American dispute continues, but is that a fault of the U. N. O.? It is not the U. N. O. that is divided : it is the word that is divided into two hostile groups. But to say that this tension will necessarily materialise into a third war is to preach creed of panic and despair. In fact, the U. N. O. is a good safety valve for the opposing parties to let off their steam. Moreover it seems that the international situation is more encouraging now than it was in 1950. And credit is due for it to the U. N. O. alone.

Above all, it is unfair to judge the U. N. O. merely on the score of its success or failure in the political sphere Its work in the social, economic, cultural, technical and humanitarian sphere is far more successful, though certainly less spectacular. It is worth one's while to know the constructive work so far done by the U. N. O. bodies like Food and Agriculture Organization, the International Bank and the International Monetary Fund, the International Labour Organization and the UNESCO. In fact, the activities of these bodies have been important mile-stones on the long road to 'One World.'

6. THE PROSPECTS OF A JUST INTERNATIONAL ORDER.

(*Ministerial Service Examination, 1945*)

Outline

1. Introduction.
2. History of the growth of an international outlook.
3. The League of Nations—its failure.
4. World War II and the U. N. O.
5. The knotty problems of the present day world politics.
6. Conclusion.

It is indeed curious that the advance of civilization has brought in its wake increasing blood-shed and warfare. The history of the past few centuries shows that fighting has been growing prolonged, systematic and increasingly devastating. The situation became so grave towards the last quarter of the 19th century that statesmen and politicians began to think in terms of international organizations and treaties. Patriotism, they said, was not enough: only an international outlook could save the world from destruction. The Hague Conference of 1899 and 1907 and the setting up of the International Court of Justice were early signs of the growing internationalism.

Before these attempts to establish an international order could bear fruit, the world witnessed the tempest of the First Great War. The loss of life and destruction of property caused in the War proved an eye-opener to the nations. Now more than ever before they felt the urgency of keeping the peace. The instrument devised for the purpose was the unfortunate League of Nations. President Wilson organised the League but his countrymen did not support him. America refused to be a member of the League which therefore lost much of its power and importance. It could only impose economic sanctions, which proved ineffective to check aggression.

The League proved an utter failure. The defeated nations, particularly Germany, demanded justice. She refused to accept the responsibility of having brought about the war or to pay huge sums as reparations. She asserted her right to re-arm, demanded colonies and markets for her overflowing population and manufactures. The mighty German nation, Hitler declared, could not remain for ever a third-rate power. He put the victors of the last war in the wrong. How could there be peace in the world when it was divided between the 'haves' and the 'have-nots ?' Justice demanded a fairer distribution of the territory and rescources of the world.

The inevitable happened. The disgruntled 'have-nots' struck a blow for equality at the 'haves'. Japan seized Manchuria in 1931 ; four years later followed the rape of Abyssinia. In 1936 Hitler marched his troops into the Rhineland. The gathering storm finally broke loose in 1939—a storm that raged for six long years and swept with it, among many other things, the League of Nations.

The forces of democracy and freedom won, those of dictatorship and barbarism were defeated. Germany, Italy and Japan were humbled ; England, America and Russia came out victorious. Once again the victorious Allies made a united attempt to rid the world of wars and establish a just international order. The fruits of their labours is the United Nations Organization. It is, in some ways, an advance upon the League. In the first place, the U.N.O. consists of nations, both victorious and vanquished, numbering 60. Moreover, its charter provides that any peace-loving state can become its member. Each nation has one vote. In the League a question could be decided only by an absolute majority. In the U.N.O. a two-third majority for division on important matters and a simple majority on others, are enough. Unlike the League, the U.N.O. is authorised to use force, besides economic and other sanctions, in grave situations. The U.N.O. has no separate army, air or naval force : it has only the right to demand the necessary forces from the member nations.

The eyes of the world are centred on the U.N.O. It seems to be the only hope for a world torn by jealousy, suspicion and ill-will. Whether the U.N.O. will bring about lasting peace and establish a just international order only the future will show. This world organisation has been functioning now for more than six years and all does not seem to be well with it. In the first place, it took too long to draw up the peace treats and even now when the treats have been drawn up, the defeated countries, Germany and Japan, are under virtual military occupation. This in itself augurs ill for the future of world peace. Can there be happiness and peace in the world when some nations are subjected to indefinite, political and economic slavery ?

In other international problems too, the U.N.O. has been found wanting. In fact it is too much dominated by America, which has formed a solid block with England, France and other Western powers against Soviet Russia. Russo-American relations are tense and a sort of cold war has been going on between the two for a long time. Now that Russia too has mastered the secret of the atom bomb, the fear of another war looms larger than ever before. The formation of the Atlantic Pact in April 1949 is almost a challenge to the authority of the U.N.O. Moreover the Korean war has greatly embittered American Chinese relations and produced a highly explosive situation. Western Europe and America are rearming at a feverish pace and even Germany and Japan are going to be armed. So great is the fear of Soviet aggression.

In fact, the world is to-day witnessing a gigantic conflict between two ideologies—the democratic way of life and the communistic way. These two ideologies are poles apart and man does not seem to be large-hearted nor the world big enough to allow them both to flourish side by side. The tide of communism is rolling forward while the western democracies are pooling all their resources to stem this advancing menace. When and if the champions of Communism and Democracy clash, the world will witness the most horrible war in the history of mankind.

7. THE GENERAL ELECTIONS

Outline

1. Introduction.
2. Their significance.
3. The results—their analysis.
4. Conclusion.

The General Elections aroused a great deal of interest and enthusiasm in the country. They were unique in many ways. For the first time the people of this great land were choosing their own rulers under the new Constitution. Again it was the first chance for every adult to exercise the right of vote irrespective of property or other considerations. Moreover it was one of the greatest general elections in as much as 17 crores of people had to excercise the franchise.

The chief point of interest and enthusiasm, however, lay in looking forward as to which party was going to triumph at the polls. The Congress had ruled the country since the dawn of Independence and it had become the target of criticism and attack from various quarters.

It had lost the respect and confidence it enjoyed during the pre-Independence days. A large number of its followers and members broke away from it and formed rival parties. In almost every state new political groups had sprung up and the future of the Congress was considered to be uncertain.

The Elections have sprung many a surprise, though the final result was more or less a foregone conclusion. The Congress has returned to power and will guide the destiny of our people for another five years. But a close scrutiny of the election results is highly revealing.

The Congress has captured 363 seats (74 %) in the House of People and 2,248 (68%) in the State Assemblies, but this success has been achieved only on the basis of a minority vote. Of the total votes cast for the House of People and the State Assemblies the Congress has secured only 44·47% and 43·6% respectively. This is of the highest significance, for it shows that the majority of voters have lost their faith in the Congress.

The Congress achieved its greatest success in U. P., capturing 90% of the seats in its Assembly. Next comes its success in Bombay, Madhya Pradesh, Punjab, Bhopal, Bihar, Delhi, Suarashtra and Coorg. Congress victory in the Punjab was a pleasant surprise. In Bhopal, Delhi and Coorg, the Congress was returned to power by a majority vote.

The Congress has failed to secure a majority in the Assemblies of Madras, Orissa, West Bengal, Hyderabad, Pepsu, Rajasthan and Travancore and Cochin. In Pepsu it polled the lowest, *i.e.*, 27·9%. In these States it cannot form a Government without seeking the co-operation of some of the opposition parties.

The Communists have definitely come out stronger than before. They form the second largest party in Madras, West Bengal, Hyderabad and Travancore and Cochin, capturing in all 182 seats, which is 30% of the total seats contested by them. Some of the local parties, like Ganatantra Parishad (Orissa), Tamil Nad Toilers

(Madras) and Travancore Tamil Nad also achieved conspicuous success.

Communal parties such as Hindu Mahasabha, Jan Sangh, Ram Rajya Parishad have fared very poorly and that is a happy thing indeed. The Independents have secured 36 seats in Parliament and 223 in State Assemblies but unless they join some party they cannot make their weight feel.

These results clearly indicate that there is considerable awakening in the country and no political party can bank for long on its past credit. Though successful at the polls, the Congress has lost the hold it once had over the people. It has been returned to power as there was no other party half as well organised as it is. If it wants to enjoy the confidence of the people, it must better the lot of the common man. In case otherwise the Leftists are bound to gain further strength and popularity.

8. INTEGRATION OF INDIAN STATES

Outline

1. Introduction.
2. The past history of the Indian States.
3. The plan of June 3, 1947.
4. Brief history of the process of merger and integration.
5. The principal States Unions.
6. Democratisation of States.
7. Conclusion.

Few achievements of Free India are greater than the integration and unification of the states of India. What Chandragupta, Asoka and Akbar could not achieve during their long rule has been attained in the course of less than three years. The great dream of India's political unity has become a reality. The credit for this signal achievement largely goes to the late Sardar Patel, the States Minister of India.

During the British rule, the states were semi-feudal and despotic small kingdoms owing allegiance to the British, who called themselves the Sovereign power. The states were largely props of the British power, which allowed them a superficial measure of internal autonomy, but strictly controlled their external affairs. Thus the states remained backward and undeveloped in every sphere of life.

The plan of June 3, 1947, dealing with the problem of the transfer of power to India, laid down the dangerous policy of the lapse of paramountcy, according to which the states would become sovereign and independent, the moment the British withdrew from the country. This was a very mischievous move, probably intended to plunge the country into chaos. But the Interim Government rose to the occasion and handled the delicate situation with tact and firmness. The Ministry of States, which had come into being on July 5, 1947, drew up an instrument of accession by signing which the Indian States could accede to the Indian Union. Sardar Patel at the same time made a historic appeal to the princes to play their role in shaping the destiny of their motherland.

These steps of the State Ministry bore the desired fruit. The princes responded to the patriotic call of the Sardar and as many as 136 Salute and fully Jurisdictional states acceded to the Indian Union by August 15, 1947. A large number of other states followed suit. The only notable exceptions were Junagadh, Hyderabad, Kashmir and Mysore. The first of these made an unsuccessful attempt to Pakistan, but the opposition of its people compelled the Muslim Nawab to flee to Pakistan and the state, eventually, became part of the Indian Union. Hyderabad made a strong bid for independence, and for over a year gave great trouble and anxiety. At last the Government of India had to launch police action in September 1948, as a result of which the state was placed under the rule of a military governor, who was replaced by Mr. M.K. Vellodi on December 1, 1949. With the end of the General Elections Hyderabad has come to have its own representative government.

Kashmir has proved a vexed problem. After a good deal of vacillation its Maharaja, alarmed at the attack of tribal raiders and Pakistani troops, acceded to the Indian Union in October 1947. Indian armies were sent to push out the raiders and a bloody war ensued. The matter was referred to the U. N. O. A cease fire has been brought about but the real problem remains unsolved.

Mysore, one of the most progressive states of India, is continuing for the present as an independent unit.

After the first phase of large scale accessions was over the second and more difficult phase of integrating the States' territories and democratizing the administration began. This was done under a three-fold process; (*i*) merging states with provinces ; (*ii*) formation of union of states with contiguous territories ; and (*iii*) the taking over of administration by the centre.

The process of integration of small states started in Orissa, when 23 Eastern States were merged with the province on December 15, 1947. After this the process of merger followed apace in Bihar, M. P., Madras, East Punjab, Bombay and U. P. The states which were thus merged include such important states as Kolhapur, Baroda, which have now become part of Bombay province. The process of merger is now almost over. Tehri-Garhwal was merged with U. P. in August 1949, and Banaras in October 1949, while Rampur, which had formerly been taken over by the Centre, was merged with the province on December 1, 1949. The state of Cooch Bihar was merged with West Bangal on January. 1, 1950.

The first union of states to be formed was Saurashtra, comprising the Kathiawar Peninsula, including 13 states with Jam Saheb of Nawanagar as its Rajpramukh. Junagadh joined this union on January 20, 1949. The other unions are Madhya Bharat, inaugurated on May 28, 1948, Patiala and East Punjab States Union (July 15, 1948), Himachal Pradesh (April 15, 1948), Vindhya Pradesh (April), 1949) and Travancore Cochin Union (July 2, 1949) The states of Rajasthana were first united intoRajasthan Matstyahe Unionand, latter comprising Bharatpur, Alwar, Dholpur and Karauli. On March 30, 1949, the two were amalgamated into Greater Rajasthan embracing about seventeen states of Rajputana. Maharana Pratap's dream of a-united Rajputana has now been realized,

A few of these states unions like Himachal Pradesh and Vindhya Pradesh have been taken over by the Centre. The other centrally administered states are Bilaspur, Cutch, Bhopal, Tripura and Manipur.

The reconstitution of the political map is not quite over. Many of the centrally administered states and small states unions may be merged with contiguous provinces. Vindhya Pradesh is likely to be merged with U.P. the Eastern states may be included in West Bengal and Assam. Saurashtra is likely to become part of Bombay. The future of Bhopal is uncertain. The reconstitution of provinces on linguistic basis will materially affect the states of Hydera bad and Mysore.

Besides the territorial integration, the states have been democratized to a large extent. Their government is in the hands of the duly elected representatives of the people. The rulers have been deprived of all their despotic powers. They are at best constitutional figure heads. Even their private property and investments have been given over to their respective state exchequers. Feudal estates (Jagirs) are being abolished and democratic institutions put on a stable footing. Though during the early transitional period administrative chaos reigned. situation has materially changed with the formation of new governments as a result of the General Elections. The armies, administrative and other higher services have been amalgamated with those of the Indian Union and thus in every way India is being consolidated and unified as one country with a uniform policy and political and administrative set-up.

9. INDIA'S FOREIGN POLICY

Outline

1. Introduction.
2. The principles of India's foreign policy.
    (*a*) Advocacy of peace ;
    (*b*) Opposition to racial discrimination and imperialism.
3. India's neutrality—its merits and demerits.
4. Conclusion—Does India's foreign policy deliver the goods ?

Before the dawn of freedom India had no foreign policy, strictly so called, for she had to fall in line with British policy. Indian politicians and public leaders unofficially discussed the matter, but the discussion was unreal and academic.

It is only with the attainment of independence that India has come to grips with foreign affairs. She has had to develop diplomatic relations with the other powers in the world and to adopt a certain well-defined policy in the international sphere.

Now India has explained her stand in the international world in clear terms. The fundamental basis of her foreign policy is three-fold : first, maintaining peace and friendly relations ; second, opposing imperialism and racial discrimination ; and third, remaining neutral, *i. e.* unwilling to ally herself with one bloc of powers or another.

Superficially viewed, these three principles seem simple enough, but actually it is not so. The second principle, namely anti-imperialism and racial equality, may be discussed first as it is simpler than the other two. India realises that imperialism or colonial rule is fundamentally wrong, a denial of human rights. She knows to her cost the evils of foreign domination and she is rightly not prepared to support it anywhere in the world, much less in Asia, which has long been the victim of the imperialistic designs of the West. That is why she took a leading role in resolving the Indonesian dispute and has so far refused to recognise the French-sponsored Bao Dai regime in Indo-China. Similarly, she is opposed to the policy of racial discrimination so followed by the Malan Government in South Africa. She regards such a policy as a great threat to world peace and stability.

The first and the third principles of India's foreign policy are far more significant and call for fuller discussion. Advocacy of peace and friendliness in itself does not go a long way, for no nation would openly advocate a policy of war. A policy of peace has significance only in so far as it shapes the course of events in practice. Here arises the question whether the cause of peace can be served by merely declaring friendliness towards the nations of the world or by supporting that declaration by forming an alliance with other powers. To put it differently, it is believed that as the world is divided into two groups—the Russian bloc and the Anglo-American bloc—it is necessary for every nation to line up with one group or the other in order to maintain a balance of power. Now on this point, India has taken a different stand. She professes neutrality and refuses to be a satellite of either Russia or America, though she is prepared to maintain friendly relations with both.

In the beginning India's policy of neutrality aroused a good deal of criticism. It was called on the one hand, a policy of haughty isolationism and on the other, the creed of sitting on the fence. Because she did not identify herself with one or other group, she remained a suspect in the eyes of both. Each group thought that though she is apparently neutral she was secretly in league with the other. On the other hand, some looked upon her as a political opportunist, maintaining a mysterious attitude and ever on the look-out for exploiting the changing political situation.

Undoubtedly, India's neutrality irritated the great powers in the beginning and for some time she seemed to plough a lonely furrow in the United Nations. Her resolve to judge each issue on its merits was looked with disfavour and suspicion. In regard to the Palestine problem, for instance, her suggestion of a Federal State with autonomous parts—the Arabs having a majority, of course—was acceptable to neither the Jews nor the Arabs. But this atmosphere of suspicion and indifference has now largely disappeared. As India has put her own house in order, restoring communal harmony, her credit in the international world has been steadily going up. The powers of the world have realized that India is neither an isolationist nor an opportunist. Her neutral stand is neither vain nor empty. She means what she says. To-day, Indian representatives have a much better status in the U.N.O. Pandit Nehru was honoured with a request to address the U.N. General Assembly at its Paris Session in 1949, and his visit to the U.S.A. did much to clarify India's attitude and rehabilitate her in the international domain. The justice of India's policy of neutrality has been best proved in her keeping aloof from the Korean war, especially her suggestion to the Allies not to cross the 38th parallel. Again with the beginning of 1952 it has become abundantly clear that India's neutral stand did much to stabilise international relations in 1951. Though she has not been able to bring about peaceful relations between Russia and America she has succeeded in maintaining a sort of armed neutrality between the two. Both blocs know that they cannot launch a war and ignore India's attitude.

It may, nevertheless, be asked if neutrality is compatible with friendly relations. The answer is that in the first place perfect neutrality is meaningless. All that it signifies is India's unwillingness to be drawn into power politics. In case a war does break out, India will have to take steps for her defence by active military alliance with some powers, if necessary. Secondly, it is absurd to talk of absolutely equal friendliness with every nation in the world. That is obviously impracticable. Geography, trade, economic considerations, cultural associations—these and a number of other factors are bound to bring India closer to certain nations than to others. For instance, her contact and dealings with Asian countries, especially her near neighbours, Pakistan, Ceylon, Nepal, Afghanistan etc. are bound to be more intimate than with the other parts of the world. And yet for purposes of technical and industrial aid or the necessary military equipment she has to establish intimate relations with Western powers and America. The point, however, is that she will not put all her eggs in one basket. She maintains embassies in all the important countries and she believes in keeping cordial relations with as large a number of nations as possible. Her policy is not sheer idealism: it is practical and realistic. For instance, though America, for whom India is supposed to have a special regard, has not yet recognised the new regime in China. India was one of the first countries to accord recognition to it. On the other hand, she has not recognised the Bao Dai regime in Viet-Nam though America and the European powers are extending their support to it.

India's neutrality also implies that she does not want to have her finger in every international pie. In fact too much interference in the affairs of other nations always breeds trouble and it is also a mistake to lay too much emphasis on external or foreign affairs. Every nation should try to put its own house in order and India will automatically exert great influence in the world when she is economically, industrially and militarily more developed than she is at present.

"Does our foreign policy deliver the goods?" it may be finally asked. About three years ago, it was thought that it was a passive, fruitless and negative policy, but much water has flowed down the bridge since then. Not only has India's prestige in the councils of U.N.O. gone up, but she has secured the goods she requires we mean that she is receiving without compromising her self-respect food imports, industrial equipment, monetary loans, technical aid and a host of other things to develop herself in various ways. Surely, then India's foreign policy has neither been impractical nor barren.

10. THE REFUGEE PROBLEM

Outline

Introduction : Its origin.

1. Evacuation of refugees and temporary relief.
2. Refugee camps in East Punjab, Delhi and other places.
3. The schemes of permanent rehabilitation in towns and villages.
4. Difficulties in the settling of rural and urban refugees.
5. Conclusion.

The 15th of August, 1947 brought us freedom, but it also brought sorrow and suffering for millions of our countrymen, the minorities in the two dominions, Pakistan and Hindustan. As the country was plunged in communal disorders a large scale exchange of the minorities became inevitable. Up to the end of 1947 about fifty lacs of Hindus and Sikhs came from West Pakistan and an almost equal number of Muslims went out of India. There was a further movement of refugees from Sind in 1948. East and West Bengal were not much affected by the earlier migration but since 1950 there has been a large movement of refugees between the two Bengals. The total number of refugees coming into India has been estimated to be 80 lacs.

The task of transferring such a large number of people under extremely disturbed and insecure conditions was a gigantic one. The Indian government, however, heroically rose to the occasion, pooled all its military and civil resources, and succeeded in evacuating a majority of its nationals from West Pakistan by the end of 1947.

This mass movement of refugees created a short-term problem of relief and a long term problem of rehabilitation. In the beginning the problems seemed almost baffling. In fact the Government had to work against heavy odds. The exchange of population was not done in a peaceful, preplanned manner. The Government was taken unawares, and the frantic speed at which the evacuation took place added considerably to the problem of resettling the refugees. Moreover a very large number of refugees came entirely destitute and resourceless, having lost all their belongings, valuables and money. They naturally looked forward to the Government for relief and shelter. Only a very small number of these displaced persons could stand on their own legs.

The Government realised the gravity of the situation and acted with firmness and promptness. A separate ministry for the relief and rehabilitation of refugees was set up in September, 1947. A number of big refugee camps were organised. The entire area from Amritsar to Delhi was dotted with such camps. Food, clothing, medical aid and other requirements were ungrudgingly provided. Considerations of finance were not allowed to stand in the way.

Tented accommodation was only a temporary measure : the next stage was to make arrangements for the permanent settlement of the refugees. All refugees were required to register their names and await their chance. They were put into two classes urban and rural. Rural refugees outnumbered urban ones. It was proposed that the former should be settled in villages and the latter in towns. This scheme could not be worked very smoothly for most refugees, whether rural or urban, preferred to settle in towns, which provided great scope for making a living. Large numbers of them flocked to East Punjab towns, while Delhi had to accommodate at one time more than five lacs of refugees.

The rehabilitation work, however, slowly got under way. The bulk of the refugees was absorbed in East Punjab and the neighbouring Rajputana States. A considerable number had to be dumped elsewhere in the western towns of the Uttar Pradesh, Bombay, the Central Provinces, the Hindu States of Bharatpur, Gwalior, Baroda and Indore.. Even Madras offered to provide shelter to several thousands. The response from all parts of the country to help these displaced people was generous.

In East Punjab rural refugees were settled on land vacated by the outgoing Muslims. This did not prove a satisfactory solution in every case, for the total average of land vacated by Muslims was far less than what the Hindu and Sikhs had lost. A striking feature of the scheme was the distribution of land to families or groups of families with a view to encouraging large scale cultivation. Certain garden colonies for fruit production were also set up. The Government advanced seed and loans for the purchase of agricultural implements and cattle.

The settling of urban refugees was an equally difficult task. They suffered from acute house shortage, as the number of houses vacated by Muslims was far less than those which the Hindus had left behind. The disparity between the standards of living of Hindus and Muslims, the shortage of building material, cement, bricks etc., added to the difficulties of rehabilitation. The greatest difficulty was providing fresh means of livelihood. A large number of refugees got absorbed in business, but the Government and private concerns had to find jobs for the rest. The Employment Exchanges proved very useful in this respect. The Government set up camp schools and colleges for refugee students and advanced loans and awarded scholarships.

The Government had hardly tackled the problem of settling western Pakistan refugees when in the early months of 1950 serious trouble broke out in Eastern Pakistan, resulting in the exodus of many lacs of Hindu refugees. The situation became so critical and explosive that at one time it seemed that India might have to declare war against Pakistan. But our Prime Minister, Pundit Nehru, acted with exemplary patience and tact and succeeded in bringing about a settlement through what is known as the Nehru-Liaquat Pact. It has eased the situation considerably.

About four years have gone by. The refugee problem has been solved to a large extent, except in West Bengal where the movement of refugees still continues. No less than 13 townships have been built, or are in the process of being built for refugees. Two of these, Ulhas Nagar and Kuber Nagar, estimated to absorb about 1,60,000 refugees are located in Bombay State while the township of Gandhi Dham in Kutch will absorb 25,000 people. A lakh of people will be provided for in the townships of Faridabad, Nilokhere and the new capital Chandighar in the Punjab. Some of the smaller townships are at Rajpura and Tripuri in PEPSU, Pratap Nagar in Rajasthan, Govindapuri and Hasthinapur in U. P. and Habrabaigachi and Fulia in W. Bengal. So far, more than 80,000 houses have been built for displaced persons and about 40,000 are under construction. The total expenditure on relief and rehabilitation up to the end of 1950-51 has amounted to Rs. 108 crores.

The problem of refugees occupies an important place in the Five-Year Plan. When the Plan is executed and the large number of multi-purpose schemes like the Damodar Valley project, Bhakra and Hirakuddam and others are completed and the economy of the country improved the refugees also will find themselves fully settled. As it is, the Government and the people have done their best but who can claim perfect success in this imperfect world ?

11. LINGUISTIC PROVINCES

(*Royal Indian Navy, Nov., 1948*)

Outline

1. The background of the problem.
2. Nature of the demand for linguistic provinces.
3. Arguments in favour of linguistic provinces.
4. Arguments against linguistic provinces.
5. The case of Andhra province.
6. Conclusion.

The existing provinces of India are an arbitrary creation of the British, who drew their boundaries for their own convenience. Hence there has been for long a demand for the redistribution of provinces on a cultural and linguistic basis. The Congress declared itself in favour of such a demand as early as 1921, and the Nehru Report of 1928 supported that view. Even the Simon Commisson Report of 1929 recommended an inquiry into the readjustment of provincial boundaries. In the Congress Election Manifesto of 1945, the principle of the formation of linguistic provinces was once again accepted. After the dawn of freedom, the President of the Constituent Assembly appointed a Linguistic Provinces Commission, known as Dar Committee, in November, 1947. The Commission in a unanimous report, published on 13-12-48, granted the principle of the linguistic provinces, but declared itself emphatically against its immediate implementation. There was strong reaction over the report and in the Jaipur Congress, a unanimous resolution was passed, strongly repeating the demand for linguistic provinces. It was also decided to form a new committee of only three members, namely, Dr. Pattabhi Sitaramayya, Congress President, Pt. Nehru and Sardar Patel, to review the position. This Committee submitted its report and recommended the immediate formation of a separate Andhra province, but the case of the other provinces has been postponed for a future date.

The cry for homeland on linguistic and cultural basis is mainly raised by Bengalees, AndhraTamils, Maharashtrians Keralas and Punjabee Sikhs. The Bengalees press for the merger of Bengali areas (Dhalbhum, Manbhum, certain portions of Santhal Parganas and Purnea) now in Bihar with West Bengal. The present Madras province is a bone of contention among Andhras, Tamils, Keralas and Karnatakis, each claiming a distinct nationality. In order to satisfy the rival claims of these people it is necessary to partition and reconstitute the Madras Presidency and divide the State of Hyderabad. The province of United Maharashtra claims the inclusion of (1) Bombay Province, including the city of Bombay, (2) Madhya Pradesh, (3) the States which have been merged with M. P. and Bombay Province, and (4) Kolhapur, portion of Hyderabad and Goa. The Malayalees, who are 125 lakhs in number, are agitating for the merger of Travancore and Cochin with Kerala of Madras. The formation of Karnatak is based on the principle of unification of Kanada-speaking people residing in Mysore, Madras and Bombay. The Sikhs are demanding a homeland in East Punjab, with a series of demands regarding reservation in services, in East Punjab Legislature and Cabinet and the Central Legislature. In addition to these, while the eastern States of Cooch Bihar, Tripura, Manipur and Khasi Hill States were at one time recommended to form Pa urbachal Pradesh. The formation of such a Pradesh, however, is very unlikely, for a number of eastern States, including Cooch Bihar, Manipur and Tripura, have already been taken over by the Centre and may soon be merged with their contiguous provinces.

The linguistic problem is thus a very complicated one. The chief argument in its favour is that the proposed linguistic provinces are sub-nations, distinct cultural entities. As such they should have the right of self-government and self-development. The existing provinces are too large, heterogeneous and difficult to administer. Serious difficulties arise especially in regard to education and legislation. It is contended, for instance, that the Telegu speaking people in Andhra do not get a fair deal in Madras province, while the interests of the Kanadi-speaking people in the South are sacrificed in the distant Bombay Legislature. Again, the existing provinces, especially in the South are multi-lingual and hence many serious complications arise in administration and other spheres. Quicker development is possible in a province with a common language.

These arguments are largely valid and have been admitted by the Congress and the various committees and commissions which, from time to time, have investigated the problem. But there are also a good many strong points against it. The greatest danger is that the linguistic movement is bound to give rise to narrow, local patriotism which will have an adverse effect on country's unity and solidarity. As a corollary to this, the minorities speaking a different language in a linguistic province will have to suffer. . Again, the marking off of fresh boundaries will cause much dispute and bitterness—a fact which has prominently come to light over the formation of the Andhra province. Similarly, there will be a hard battle over the possession of Bombay and Madras.

Besides these fundamental difficulties there are certain strong reasons against the immediate formation of linguistic provinces. The greatest objections are the danger of external aggression both in West and East and the deepening economic crisis in the country. The problem of Kashmir still hangs fire. Relations with Pakistan are not what they should be and so our Government have to spend large sums over the Defence Forces. In the east and north-east our frontiers are to be well safeguarded against advance of communism. Inside the country, the refugee problem is not yet completely solved. The increasing financial stringency makes it impossible for the Central government to bear the monetary strain involved in the creation of the new provinces, which, it is obvious, will not be financialy self-sufficient for some time to come. Moreover, the building up of six new capitals will be another enormous drain on the national exchequer. Lastly, once six new linguistic provinces are formed, it will lead to similar demands from other provinces.

12. OUR COUNTRY'S FIGHTING FORCES

Outline

1. Introduction—a new chapter in the history—our army after the 15th August, 1947.
2. The effects of the partition of the country on the army.
3. Reorganisation of the army.
4. Expansion and development of the forces.
5. The National Cadet Corps and the Territorial army.
6. Additions to the three wings of the army.
7. Need for further development.
8. Conclusion.

The Armed Forces of India, like every other thing underwent a great change with the dawn of freedom.

Previously, the Indian Army was regarded as a mercenary force, employed by our foreign masters to keep their hold on the country. It was almost entirely officered and commanded by the British. To-day the position is altogether different. The Army has been nationalized and it is the guardian of our newly-won freedom. The Indian soldier is no longer a hireling but a patriot and one of the most honoured servants of his motherland.

The partition of the country dealt a great blow to the Armed Forces, for they were divided on a communal basis. Men who had been comrades in arms, irrespetive of caste or creed, became foreigners to one another. Moreover, the Indian Army lost some of its best fighting men such as the Punjabi Muslims, the Pathans of the Frontier and the Baluchi regiments. In order to make good the loss, recruitment to the Forces was thrown open to all communities, without distinction of martial or non-martial races. The Army is no longer the monopoly of the so-called 'Martial classes': merit and suitability are the only requiste for a military career now. This is a great step in keeping with the secular and democratic character of our state.

After the partition, the Defence Services of the country have been thoroughly reorganized. Formerly, the defence of India was a responsibility of the Secretary of State for India. The actual administration of the Armed Forces was carried on by the defence Department under an Executive Councillor assisted by a Commander-in-chief, responsible for all the three services. Under the new set-up, Defence became the sole responsibility of the Indian Cabinet with a Minister, Sardar Baldev Singh, incharge of the portfolio of Defence. All policy decisions in regard to Defence matters are now taken by the Defence Committee of the Cabinet and carried out by the Ministry of Defence.

One important change, as a result of the reorganization and expansion of the Indian Forces, is to have separate Chiefs for the Indian land forces, the Indian Navy and the Indian Air Force. This separation of the three services under three independent Chiefs necessitated the creation of an inter-services co-ordination machinery. As a result, a numer of inter-services sub-committees were formed to work under the command of the Defence Committee of the Cobinet, which controls all the major problems of defence policy.

The Ministry of Defence, realising the gravity of raising a first class defence force, modernized, fully equipped and trained, to defend the country against any kind of aggression, have launched an ambitious programme of expansion and development. Formation of a National Cadet Corps and a Territorial Army, the establishment of a Military Academy for all the three services, development of ordnance factories, development of scientific research in defence, modernization and strengthening of the Navy and India's Air Force are some of the important items of the programme.

Special mention may be made of the National Cadet Corps and the Territorial Army. The former is intended primarily for students in schools and colleges. The Senior Division of the Corps is meant for colleges, and universities and the junior one for schools. There is a proposal to raise a third Division for girls also. Admission to the Corps is voluntary and attaches no libility for service in the forces. The object of the Corps is to develop character, comradeship, idea of service and leadership in the youth and to build up a reserve force to enable the Armed Forces to be expanded rapidly in a national crisis.

The Territorial Army is to be raised on a zonal basis and its strength is to be about 1,30,000. It will consist of technical and administrative units pertaining to all arms and services of the Regular Army. Recruitment to the Army is open to all young men between the ages of 18 and 35. The Army is chiefly intended to form a second line of defence in a national emergency. Though the Territorial Army Act was passed on September 1, 1948, the response to join the Army has not been very encouraging and it will take long to reach the target figure set for it.

Of all the three services, the Indian Army has now been completely nationalized. The last British units left India by Febuary 28, 1948 and the few British officers, whose services are still retained on a contract basis are working either as advisers or technical personnel. The appointment of General K.M. Cariappa as the first Indian Commander-in-Chief of the Army on January 15, 1949 was the final culmination of the nationalization process.

Owing to the partition of the country the Indian Navy lost two-third of its original number of vessels, and three, of its more important training establishment to Pakistan India's share consisted of 4 sloops, 2 frigates, 1 corvette, 1 survey vessel, 4 trawlers, 12 minesweepers and a large landing crafts wing. Speedy attempts were made to make up this loss. The first significant step in this direction was the acquisition of the 7000 ton Lander class Cruiser H. M. I. S. Delhi in 1948. Another notable addition has been of the three destroyers—"H. M. I. S. Rajput." "H. M. I. S. Ranjit" and "H. M. I. S. Rana." The Indian Navy is also going to acquire soon a tank landing ship, capable of carrying a large number of tanks, vehicles and men to land them directly on beaches.

The gap caused by the loss of the Boys Training School at Karachi has been filled up by a new school at Vizagapatam. Cochin has also become an important training centre. A naval College is proposed to be founded at Vizagapatam.

Like the Army and the Navy, the Royal Indian Air Force also suffered a great loss owing to the partition. It was left with seven Fighter Squadrons and only one Transport Squadron. The government lost no time in reorganizing and expanding the Air Force. By the middle of 1948, it was decided to have 12 fighter squadrons in 20 months and 15 squadrons in the next five years. Immediate steps have been taken to form a fighter squadron of the high-speed jet air-craft. Five jet-propelled De Haviland Vampire air-craft, have landed in India.

Training establishments at Coimbatore, Jodhpur, Ambala, Bangalore and Madras have all been expanded and a paratroop training school in place of the one lost to Pakistan has been started. A Radar Training School was opened in Jalahalli, Bangalore, in 1949 for training airmen in signals and air trade. Facilities for advanced training of I.A.F. officers in the United Kingdom and other foreign countries have also been secured.

The Indian Armed Forces are being developed but there is no occasion for self-complacency. There is much that remains to be done. Our naval and air forces, for instance, are too inadequate for such a big country as ours. Though in the budget of 1950-51 a sum of Rs. 168 crores was set apart for defence, but this amount was not adequate for the purpose. Looking to the world situation we shall have to increase our expenditure on the army. The gallantry and efficiency of the Indian forces are, of course, beyond question. They won rare distinction for themselves during the two World Wars, the evacuation of refugees from Western Pakistan, the war in Kashmir and finally the masterly police action in Hyderabad. But in the world to-day mere gallantry and discipline are not enough. The most up-to-date equipment is absolutely essential. It is hoped that the government will pay due attention to these important matters, so that our Fighting Forces become self-sufficient in every respect and able to hold their own against any aggressor.

13. ACHIEVEMENTS IN FREE INDIA

Outline

1. Introduction.
2. Internal problems :—
   - (*a*) Communal strife, exchange of population and rehabilitation of refugees.
   - (*b*) Establishment of a secular democratic state.
   - (c) Accession and merger of states.

(*d*) Industrial expansion, food shortage, inflation, social and educational reforms.

3. Foreign affairs—

(*a*) Raised status in international politics, U.N.O., especially the problems of Asia.

4. Conclusion—In spite of creditable achievements much work has yet to be done.

It is rather too early to judge the achievements of Free India, for her freedom is hardly six years old. During such a short period not much can be achieved. And yet if we take stock of things in India to-day there is much we can be honestly proud of. The India of 1953 is very different from the India of 1947.

India's freedom was the fruit of a non-violent, peaceful campaign, but the actual transfer of power was both preceded and followed by a communal bloodbath, unparalleled in history. On the morrow of her independence India was faced with the gigantic task of evacuating and rehabilitating millions of her nationals stranded in Pakistan. The large scale exchange of population, however, was effected with remarkable speed and efficiency. True, the problem of the rehabilitation of displaced minorities has not been completely solved, but we have undoubtedly turned the corner. Closely allied to the refugee problem was the urgency of restoring communal harmony in the country. This goal too has been fully reached, though not without toil, sorrow and suffering. The Father of the Nation himself died a martyr on the altar of peace and good will.

India has succeeded in establishing a democratic secular state. She guarantees full civic rights to all her citizens. Everyone of our countrymen enjoys liberty of thought, speech and worship. The creation of a theocratic state in Pakistan was a great hindrance in India's way. Some of her countrymen wanted to retaliate by setting up a Hindu Raj here, but their plans never bore fruit. The Congress Government put down with a firm hand all communal and sectarian tendencies. Religion, it is rightly emphasized by the Government, should not dominate politics : it is a personal matter.

We have not only set up a secular state but accomplished the great task of drawing up a new constitution for the country. India became a Sovereign Democratic Republic on January 26, 1950 with Dr. Rajendra Prasad as its first President. It is true we are still a member of the Commonwealth of Nations but this tie does not in the least affect our independence and freedom. It is only an alliance for promoting good will and peace.

When a nation throws off a foreign yoke, there is bound to be a certain measure of internal disorder. In fighting a foreign enemy we present a united front, but in managing our own affairs we are often guided by self-interest. Hence when the British withdrew from our country the Indian states—at least some of them—made a bid for power and independence. The states had been for ages supporters of the British rule, and so many of them had never breathed the fresh air of unity and nationalism. Their rulers thought in terms of local patriotism. This was also partly due to the ambiguous and mischievous clauses about the lapse of sovereignty and accession in the White Paper of June 3, 1947. The Central Government however, handled the situation with great tact, patience and breadth of vision. Gradually most of the states acceded to the Indian Union. Trouble was given by Travancore, Junagadh, and most of all by Hyderabad, but Sardar Patel's shrewd statesmanship and firmness prevailed in the end. Now the only baffling issue is that of Kashmir. It is, however, almost certain that India's just stand against Pakistan and the tribal raiders will be appreciated by the Kashmiris, both Muslims, and non-Muslims, and the proposed plebiscite will result in India's favour.

The accession of the states to the Indian Union has been a great achievement, but a greater miracle is their merger. Sardar Patel brought into being a number of

Unions of the Indian States, with a view to unifying and consolidating the country. Sourashtra, Himachal Pradesh, Madhya Bharat, Rajasthan and then Greater Rajasthan, East Punjab states—all these are the creation of the great Sardar's genius. He was able to make the dream of India's unity a reality. At the time of the formation of the Greater Rajasthan newspaper flashed cartoons of the Sardar going as a medieval knight on horse back, achieving what Maharana Pratap, with all his valour and sacrifice could not achieve. Besides the formation of State Unions the Sardar also merged many small States with provinces. Moreover he also introduced democratic form of government in the newly formed States Unions.

Among the other internal problems of the country are the expansion of industry, speeding up food production, fighting inflation, creating a national language and reconstruction of the system of education. In these spheres India has tried to do her very best. The Government have brought out a Five-Year Plan and funds are being found to implement it. Industry is expanding, fallow land is being brought under the plough, irrigational schemes like Bhakra Dam, Hirakud Dam, Damodar Valley project etc., are under way, huge quantities of food grains have been imported and a famine averted. Several measures to fight inflation and lower the cost of living have been taken and it appears that they are going to bear rich fruit. After long last prices have started falling sharply, especially in the early weeks of March 1952. If the present trend continues blackmarketing and hoarding will be a thing of the past.

Besides, a national language is in the making. The controversy about the choice of a national language is over: Hindi has officially been assigned that position. During the next fifteen years or so it will replace English everywhere. Educational and social reforms are being planned but other urgent problems claim priority of attention.

In the international sphere, India's achievements have been no less notable. Now she has her own independent status in the world. She has thrown her full weight on the side of peace, democracy and freedom. More than once foreign diplomats have suggested that India should act as an arbiter between Russia and Anglo-American bloc. Her counsels are valued in the deliberations of U.N.O. while in Asian politics she is definitely the leader. The Asian Relations Conference, the Conference of Indonesia and Burma testify to the prominent role India is playing in the politics of the East. India through her great premier, Pt. Jawahar Lal Nehru, has won a great triumph in making the Commonwealth premiers agree to recognising her status of an Independent Republic, while she will derive all the advantages of remaining in the Commonwealth, and recognize the queen only as a nominal head. India is too important a power to-day to be ignored by other nations. Moreover India's policy of peace and neutrality and her refusal to align herself with either the Red bloc or Western Union have to some extent been responsible in averting the outbreak of another world war, thus India's foreign policy has won great appreciation from many eminent politicians and thinkers of to-day.

In spite of India's great achievments since the dawn of freedom there is no occasion for self-complacency. A great many things are yet to be done. We have not yet attained self-sufficiency in food and certain other necessaries of life. For want of funds many development schemes such as river valley projects have been temporarily suspended. Inflation and blackmarket have yet to be rooted out. The country continues to suffer from illiteracy, poverty, and industrial backwardness. Superstitions, ignorance and prejudice sway our minds. Our character needs polishing in more ways than one. We have to be adventurous: inquisitive and explorative. Our defence forces are weak and poorly equipped: our navy and air force are yet in their infancy. We must have a strong army, for the price of freedom is eternal vigilance. On the whole, however, the outlook need not be pessimistic. We may not be in possession of Alladin's magic lamp, but we have courage, confidence and patience. And with the Congress back to power for another five years we may safely hope for the implementation of the Five Year Plan and other schemes. Slowly, we are sure, India will develop a sound economy, make all round progress and become the greatest nation in Asia.

14. BROADCASTING IN INDIA

Ministerial Service Exam., 1950 and Royal Indian Navy, 1949.

Outline

1. Introduction. Brief history of broadcasting.
2. Improvements since 1947.
3. The main functions of the radio.
   (*a*) News ; (*b*) Educational broadcasts ; Recreation.
4. The merits and demerits of the state monopoly of the radio.

Though broadcasting became a practical proposition in Europe during the first decade of the present century, India had to wait for about a generation more to make use of this great achievement of Science. The first step in this direction in our country was taken in 1924, with the setting up of a Radio Club at Madras, but regular service was inaugurated by the Indian Broadcasting Company with the opening of the first station in Bombay in July 1927. Another station was installed at Calcutta a month later. But as the Indian Broadcasting Company received no financial aid from the Government of India it went into liquidation in March 1930.

As a result of public pressure, however, the Government decided to take over the broadcasting as an experimental measure. Its position remained, nevertheless, insecure and uncertain, the chief difficulty being lack of funds. After a period of struggle for two years its fortunes revived when it was definitely decided in May, 1932 to continue it under the name of the Indian State Broadcasting Service.

Since then broadcasting has been making rapid progress in the country. In 1937 the number of licensed receiving radio sets was only 1,000. In 1945 it rose to 199,589 and in 1947 to 230,025. Meanwhile powerful broadcasting stations were set up, the most important being at Delhi. In 1939 the designation of the Indian State Broadcasting Service was changed to "All-India Radio".

The dawn of freedom has opened a new chapter in the history of the All-India Radio Service. The department, under the guidance of Sri R.R. Diwakar has been thoroughly reorganized, improved and expanded. On the 15th of August 1947 the All-India Radio had only six stations and a studio strength of 49. To-day it has 21 stations. Some of the newly set up stations are Amritsar, Jullundur, Srinagar, Patna, Cuttak, Allahabad, Nagpur, Bezwada, Shillong and Gauhati besides two auxiliay stations one at Santiniketan and the other at Simla. A number of stations in the native states like Baroda, Hyderabad have been taken over by the Government. Nine of these stations, however, are but pilot stations and two more have transmitters with less than a kilowatt of power. The number of studios at the command of the A.I.R. is now 105. The number of radio sets in the country had gone up to 603,710 by April 1951.

The functions of the radio are three-fold: first, the transmission of news; second, the provision of educational broadcasts; and third, catering for the public demand for music and recreation. In all these three spheres the All-India Radio has made great progress.

The main function of the radio is to provide accurate news of happenings in India and abroad, (1) for listeners in this country, (2) for Indians overseas, and (3) for listeners in some neighbouring countries. It was only in 12 Indian languages and 9 foreign languages that the A.I.R. was broadcasting its progremmes in 1947. To-day it is doing so in 15 Indian languages and 8 foreign languages. The foreign countries for broadcasts include Afghanistan, Middle East, S. East Asia, China, Indonesia and others. The development plan of the A.I.R. envisages broadcasts in many more foreign languages and 76 regional languages and dialects of India.

The Home news broadcasts include, besides current affairs, weather reports and market rates which are of special interest to business men, as also local announcements, Public Service Commission advertisements etc. "The Weekly Diary of Delhi", "The Week in Retrospect" and running commentary on important events, such as Test matches or Conferences, are other valuable features of the News Service. The new features added during the last four years include readings from popular Sanskrit works, Hindi lessons, international radio discussions, and discussions on collective farming and agriculture.

The publicity of news over the radio is a powerful factor for controlling and shaping public opinion. In fact the radio, which is still a state monopoly in our country, has vast potentialities as an instrument of propaganda. During the World War, the British Government exploited this agency for carrying on an intensive propaganda on behalf of the Allies. The present Government too makes full use of the radio for this purpose. On all important occasions the Prime Minister and other ministers broadcast to the nation. During the communal disturbances following partition, Gandhiji's prayer meeting speeches were on the air everyday to bring back people to peace and sanity.

The state monopoly of the radio is at once a safeguard and a danger. It is a safeguard in so far as it prevents political agitators and other dangerous elements from quickly poisoning the public mind. On the contrary, it is a danger in the hands of a wicked Government like Fascist Italy or Hitlerite Germany. The greatest caution and restraint have to be used by the Government in its news bulletins. Unhappily such balance and sanity are often found wanting. The Pakistan radio, for instance, utters the greatest falsehoods in regard to India, while the B.B.C. broadcasts are no longer relayed from the Delhi station, because they generally present a coloured version of matters relating to India.

In regard to its two other functions—education and entertainment—the All-India Radio has been greatly modified since the independence of the country. Formerly it specialized itself in broadcasting cheap film songs, 'Kawwalis' and the music of nautch-girls. Now all this is a thing of the past. Nautch-girls have no access to the radio any longer and the proportion of film music too is much reduced. Classical music of the highest type, folk songs, seasonal native music in the various provincial languages, good Hindi and Urdu poetry and a certain amount of Western music—these are the main items of the entertainment programme. To them may be added the broadcast of short plays and other dramatic features—an innovation which is rapidly creating a new type of drama known as the radio play.

In fact the All-India Radio combines education with its news and recreation programmes. Purely educational broadcasts also receive particular attention. For instance, the Children's programme, the Women's hour, the Villager's item, book reviews, general knowledge hints, the Brain Trust debates, recitations from the Gita, the Holy Quran, notes on physical exercise etc.—all these have raised the broadcasting service to the level of a significant educative organ.

Broadcasting is still in a formative stage in our country and it cannot be compared with its counterpart in U. K. or U. S. A. Want of funds is the greatest difficulty in the way of rapid development, but there are other difficulties too. People are not enough radio minded yet. Moreover another very great handicap is the lack of rapid developmeot of electricity and the high price of receiver sets. Yet, there is no cause for despair. Broadcasting is progressing, though not as fast and as much as we wish it to and it is not too much to hope that in the next few years we will have not only better broadcasts and radio sets but also television stations and sets.

15. THE KASHMIR PROBLEM

Outline

1. The origin and early history of the problem.
2. India's appeal to the U.N.O.
3. U.N. intervention.
4. U.N. failure to find a solution.
5. Future prospects of a solution.
6. Conclusion.

India attained her freedom in August, 1947. Immediately thereafter most of the native states, in response to Sardar Patel's appeal, acceded to the Indian Union. The Maharaja of Kashmir and Jammu, however, waited and hesitated, probably with a view to making a bid for independence. But he was not left in peace for long. Pakistan poured into the state a horde of tribal raiders who brought destruction and death in their wake. Faced with this unexpected calamity the Maharaja acceded to the Indian Union and appealed for help. The Indian air force and later the Indian army saved the fair valley of Kashmir from the attack of the brutal invaders. All this happened towards the end of October 1947 and soon India founed that she was defending Kashmir not only against the invasion of tribesmen but against the armed forces of Pakistan. This undeclared war between the two dominions raged for over a year till the invaders were pushed out of a large part of the State.

Meantime towards the end of 1947 India brought the matter before the U.N.O. and rightly accused Pakistan of unprovoked aggression. To the great disappointment of Indians, the U.N.O. did not treat the question on its merits and got lost in power politics. It side-tracked the main issue of aggression and brought into discussion other points. A commission was sent to Kashmir to study the facts of the case. Although it was even admitted by the commission that Pakistan not only aided and abetted the raiders but also employed its own army. The U.N.O. did not agree to declare Pakistan as the aggressor and ask it to withdraw its forces from the occupied area of the state called Azad Kashmir.

Sir Owen Dixon was appointed mediator by the U.N.O. to settle the Kashmir dispute. Both India and Pakistan agreed that a fair and free plebiscite should decide the issue of Kashmir's accession to India or Pakistan. But no agreement could be reached about the withdrawal of troops. India's stand was that as Pakistan was the aggressor and had violated international law by attacking Kashmir it should withdraw all its forces. Pakistan, on the other hand, refused to accept the charge of aggression and wanted to negotiate on equal terms. It insisted that India should withdraw all her troops. Even after accepting the U.N.O's resolutions of August 13, 1948 and January 5, 1949 and though India reduced her forces by 25 per cent Pakistan did not agree to a withdrawal of its forces. Hence the deadlock continued. The only tangible result of U.N.O's intervention was the acceptance of cease-fire on the New Year's Day 1950.

Sir Owen Dixon went back from India and reported his failure. For several months nothing much happened. The stalemate continued though Pakistan frequently violated the cease fire and carried out raids into the Indian territory. Finally in February 1951 another resolution sponsored by Britain and America was passed. It recommended total demilitarisation followed by a plebiscite under U.N. observers. In case the two parties did not agree the dispute was to be settled by arbitration by the International Court of Justice.

India rejected the Resolution as the withdrawal of troops not only endangered the safety of the state but also amounted to a denial of her sovereingty. A revised resolution was passed in March 1951 and in April Dr. Frank Graham came to India to find some way of solving the deadlock. He met the Prime Ministers of India and Pakistan, visited Kashmir a number of times and left

India in September 1951 and submitted his report to U.N.O. in December.

The position remains practically unchanged. Pakistan wants to retain some troops in Kashmir even during the plebiscite, while India considers the acceptance of this condition as surrender to aggression. Besides India holds that the demilitarisation issue should precede the appointment of the plebiscite administrator. Moreover India has totally rejected the arbitration proposal.

Thus there is no prospect of an early solution of the Kashmir dispute. For all practical purposes, Kashmir has been partitioned between India and Pakistan. In the Indian part of Kashmir a Constituent Assembly has been convened and full democratic government set up. Representatives from Kashmir and Jammu have also been nominated to the Indian Parliament. Thus Kashmir is linked politically, constitutionally and economically to India. Indo-Pakistan relations, however, will remain highly strained so long as a satisfactory solution of the Kashmir dispute is not found.

Miscellaneous

1. A LITTLE LEARNING IS A DANGEROUS THING

Outline

1. Introduction.
2. Why is a little learning dangerous ?
3. But is it better than no learning ?
4. Conclusion.

When the 18th century English poet, Pope wrote this well-known line, "A little learning is a dangerous thing" he was undoubtedly thinking of the many minor poets and foolish persons of his day whom he satirized in his poem Dunciad. The trouble with these people was not that they knew very little ; the trouble was that they thought they knew every thing worth knowing. Such a state of mind is positively dangerous.

A little learning is apt to make a man who is not by nature wise, a little proud and self-conscious. He thinks he knows much and goes about making a show of his learning. Such a man is a source of danger to society. When he talks big, the foolish people around him think him a great man. They come to believe in whatever he says, and attribute many things to him which he does not know. Like Goldsmith's village schoolmaster he enjoys a reputation that he does not deserve.

But such pride and self-complacence deserve the greatest condemnation. They make a man think too much of himself, and he loses his power and readiness to learn more. A truly wise man who is a master of his subject, never feels proud. Like Newton he says that he is a mere child gathering pebbles on the shore of the ocean of knowledge.

We have said that such a man is a source of danger to society. It is indeed true. Take the case of a doctor who does not know much about his craft. Will any one trust him with a case ? If he is given a difficult case to treat, he will certainly kill his patient. Many a quack has killed his patient by trying to apply the latest and least understood discoveries of medical science. The same is the case with an electrical engineer who does not know his business well. Any time, by unskilful handling, he may spoil the engine beyond repair or blow up the factory. A railway engine driver who is not an expert or a pilot who knows just a little of aeronautics, may bring disaster on so many passengers. There are many subjects like these which one must know thoroughly or not know at all.

The school master whose knowledge of his subject is not thorough and there are many such in India—may prove a source of incalculable harm to his pupils. He will fill their minds with vague ideas and inaccurate information. A pleader who does not know law well may give inaccurate and misleading advice to his client. A political leader who is not familiar with the economic and political problems of his country is bound to prove a dangerous guide. Thus little learning may prove harmful in almost every sphere of life.

Every sane man dislikes men of a little learning. Dr. Johnson used to sneer at the blue stockings, the woman of his days, who had read a few books and had literary aspirations. In all debating societies we find a whole bunch of such men and women. They are very vehement in maintaining their position, and they are invariably laughed at.

The dangers of a little learning are not confined to these cases only. Among labourers and other manual workers, a little learning is apt to upset people. A labourer who knows the three R's thinks it beneath his dignity to work in fields. He is all the time trying to impress his fellow beings with his learning. In India the son of a peasant who joins a primary school despises the work that is his father's livelihood. Similarly a lady who knows the ABC of English, Geography, Mathematics and History, has nothing but contempt for the ignorant women about her and makes no secret of her scorn for them. She is also least disposed to do everyday household work. If married, she expects to be treated as a queen. But an Indian lady who is highly educated has a different approach to life altogether.

But a little learning by itself is not dangerous. If you know that your knowledge is small, you cannot feel proud or self-complacent. No one would prefer absolute ignorance to a little learning, not at least in all matters of general knowledge. It may be dangerous to know a little of electricity and to apply that knowledge: absolute ignorance which makes a man keep away from all electrical machines, is much better. But what of literature, history, geography, politics and a host of other things?

What is wanted is that we should try to learn more and more and so long as we do not know much about a subject we should not come forward to give any opinion about it. If we keep quiet, it will be all right. We may apply to those who know for information, but we should not give any information unless we are sure of its truth and accuracy.

2. SWEET ARE THE USES OF ADVERSITY

Outline

1. Introduction.
2. Advantages of adversity.
   - (*i*) It gives relish to our enjoyments.
   - (*ii*) It gives exercise to all our faculties.
   - (*iii*) It brings out what is best in us.
   - (*iv*) It tries false friends.
   - (*v*) It rids us of all illusions.
3. Conclusion.

> "Prosperity doth best discover vice, but adversity doth best discover virtue."
>
> —*Lord Bacon.*

The good Duke in Shakespeare's *As You Like* It uttered these memorable words when he was in exile in the forest of Arden with a band of faithful followers. He was thinking of the closer intimacy of Nature that he had achieved in his adversity, of the sweet content in simple and virtuous living and of 'sermons in stones' and 'tongues in trees' and 'books in running brooks.' These were the 'sweet uses' of adversity that the Duke knew.

But what he said has a larger application in our daily life. Misfortune is very often a blessing in disguise.

It is a common experience that in prosperity we do not enjoy so keenly the good things of life as in adversity. Adversity gives an additional taste to our enjoyments. We know the worth of a thing most only when we have best it. We never know the sweetness of the food we throw away to-day until we are poor and starve to-morrow.

Every adversity is a trial. The bible says. "Whom the lord loveth. He chasteneth. Again we are told: "I will bring them through the fire and will refine them as silver is refined, and will try them as gold is tried." We read the story of Job, a good man, who suffered affliction and misery for so many days. God wanted to try the faith of Job. Did Job give way to doubt and despair? 'Though He kill me, yet will I trust in Him,' that is what he said. We should have a similar attitude. Adversity tests our endurance, our character, but we must stand firm under the trial. If we stand the trial well, we shall be different men.

And what sort of trial is it? It is indeed a severe test. We know that we can develop a part of our body through exercise. There are faculties of the mind of the spirit as those of the body. Unless we exercise them, we cannot train or develop them. It is adversity which gives exercise to all our faculties. Because we have to battle with adverse circumstances, we put our best foot forward, and inch by inch gain back, by hard struggle, the ground lost. In that struggle, we employ to the full all that we have within us. It is a grim fight, fought with determination. Many unsuspected qualities and faculties lying latent within us come out. When we win back our position we are changed men. It is indeed a trial by fire.

When a man fights with his back to the wall, he fights best. Heroes like Robert Bruce, William of Orange, Rana Pratap and others, had to fight hard and long against very powerful opponents. Some of them had even to go without any food for days together. But they fought very well. If they were surrounded by huge armies and supported by well filled treasuries they could not have fought so well. Indeed adversity brings out what is best in us. In the days of prosperity we sleep and enjoy and know not what we are. But in adversity the inner man wakes up so to say, and we come to know ourselves what we are.

Adversity has another great use. It tries our friends, false and true. Timon of Athens learnt this lesson in adversity. When he was a rich man he was courted by all. When he fell on evil days no one cared for him. He turned a misanthrope. When we are in adversity our false friends will leave us in haste. But the true friends —if we have any—will stand by us, come what may. Thus we should be able to know the men around us. 'Corn is cleansed with the wind, and the soul with adversity.' Thus will our friends be tried by it.

Adversity also removes false impressions and wrong notions. In the days of prosperity we are apt to be indifferent towards the sufferings of others. We do not feel for others unless we suffer as they do. We think that all is well with the world so long as all is well with us— that is the trouble with mankind. In Shakespear's *King Lear* we find how the old king learned this wisdom when he himself had suffered intensely all the privations of life.

In prosperity man even forgets his God. "According to their posture so were they filled ; and their heart was exalted. Therefore, have they forgotten me." But adversity brings godliness back to man. "It is good for me that I have been afflicted, that I might learn thy statutes." Rightly has a wise man said, "The chamber of sorrow is the house of God."

Human life is made up of joy and sorrow. We may desire to be happy always, but dark days will come. Then we must not lose heart, but work hard and realize all our possibilities. Only then shall we be able to realize how sweet are the uses of adversity.

3. THE APPAREL OFT PROCLAIMS THE MAN

Outline

1. Introduction.
2. Illustrations which support this view ; the dandy, the saint, the working man, the artist, etc.
3. Exceptions.
4. Conclusion.

This qutoation is taken from a speech of Polonius in Shakespear's *Hamlet*. polonius, an old man, and Minister of Denmark, addresses 'a few precepts' to his son Laertes when he is about to leave for France. Polonius says.

Costly thy habit as thy purse can buy,
But not express'd in fancy ; rich, not gaudy.
For the apparel oft proclaims the man,
And they in France of the best rank and, station
Are most select and generous, chief in that.

You do not know if Laertes acted according to the advice of his father in this matter. If we are asked to follow this advice, we may not agree to it without thinking a little. We know that a man is known by the company he keeps. But, is a man known by the dress he wears ?

In a general sense this is, of course, true. A gaudily-dressed man is known as a fop or dandy. A sane and normal man would not put on red stockings, yellow trousers, a blue coat, and a scarlet tie ! It may also be said that a man who dresses in old, patched-up flannel trousers and dirty shirt is known as a workingman, perhaps, an engine driver. Such cases leave no room for doubt just as the uniform of a policeman or the hat of a ticket colleotcr 'proclaims' the man.

Some amount of thinking enables us to know a man even when he is not so conspicuously dressed. Take the case of a man who wears long hair and is carelessly though not shabbily dressed. What would you call him ? In any European city such a man would at once be known as an artist. A clergyman is known by his black cassock, and when a Christian who is not a clergyman wears black we know he is a mourner.

In a negative way the test of clothes is a sound enough test. We may not say what a saint would dress like, but we can say what he would not dress like. He may be carelessly dressed or not dressed at all; but he would never dress like an ordinary gentleman. This is generally true of a poet or a philosopher. Again a gentleman will never dress like a dandy or a saint or an artist.

Thus far and no further, because the apparel does not in many cases 'proclaim' the man. In the matter of clothes the tendency to imitation is very strong. The fact is, one does not always try to be original in one's clothes. A man who shows a strong individuality in the choice of clothes must either be a great man or a buffoon. For when a great man puts on an eccentric kind of clothes people think it to be an expression of his greatness. But when an ordinary man does it, people think him a joker and laugh at him or think him a fool and joke at him. The most originally dressed man is Charlie Chaplain, and we know what he is.

We imitate the great. The Byronic collar was very popular in Europe in the thirties and the forties of the last century. People who imitated Byron in this matter had nothing Byronic about them. They were just a set of ordinary people neither better nor worse than most of us. How would the Byronic collar of an ordinary Briton of the last century have 'proclaimed' him? All that we could say would be, 'He is fond of imitating Byron,' and that is not saying much! Film-stars nowadays are setting the fashion in the matter of male and female wears. A pretty young and smart lady who dresses in the style of Nargis or Madhubala may not have anything of Nargis or Madhubala about her. Again a man who affects the favourite wear of Dilip Kumar or Prem Nath may be very different from those film-stars in temper and out-look. During the recent war Indian cities were full of young men wearing imitation bush shirts. Most of them were not at all war-like, although they perhaps wanted to produce the impression that they were.

Fashion determines the style of dressing in the upper circles just as necessity dictates it among the poorer classes. One cannot dress as one would like to. In the morning we have the morning coat, in the evening the evening suit. When you are going to attend a dinner you cannot very well dress like a bandit or like Rabindranath Tagore. How to distinguish between two gentlemen in evening suit? One can only say that one is thinner or that the other is taller, and so on. One cannot say anything about their respective temperament and outlook from the clothes they are wearing.

Nowadays we have a horror of everything uncommon and original in dressing. Everything in a soft and sober key is liked, and whatever makes one conspicuous in society is disliked. The point is this. Nobody can say that clothes are not a very important thing in a man's life. They are. When one is conventionally and fashionably dressed, one is saved from a lot of trouble and may be sure of being welcome in the society of gentlemen. But to say that we can know a man from his clothes is saying too much.

For a clever ruffian always dresses as a quiet and sober gentleman. He does not go about dressed as a cut-throat. So a poor man often dresses as a man of wealth because nobody likes to show his poverty. A very wealthy man often dresses quietly because he does not want to advertise his wealth. Indeed the view that the apparel often 'proclaims' the man is a very superficial one. Clothes in many cases tell us practically nothing about a man. In many other cases, they give us wrong information. The opinion is after all Polonius's and Polonius is the wisest fool in the plays of Shakespeare.

4. THE DESIRE FOR FAME IS "THAT LAST INFIRMITY OF NOBLE MIND"

Outline

1. Introduction.
2. All persons both great and small love fame.
3. Real love for fame.

4. Everlasting fame is achieved with love of humanity and common good.

5. Great men of all countries and their everlasting fame.

6. Conclusion.

> Fame is the spur that the clear spirit doth raise
> (That last infirmity of noble mind)
> To scorn delights and live laborious days ;
>
> —*Milton*

All persons, great or small, rich or poor, desire fame. Some people want not merely to make money, but to be known as having made money. It is not merely with the idea that he is best fitted for the job that a man tries to have a big post, but primarily because he would like to be admired, when appointed to that post. If a man tries to become a prime minister, it is often because that will make him famous and not because of any desire to serve country. Thus most of our actions are actuated by our desire for fame. People are thirsty for public applause. They want to move in good society not for its own sake, but that they may be seen in it. The clergyman wants to made a Bishop, not because he thinks he can do better work in that capacity, but because he wishes to be addressed as, 'My Lord'. A sailor wants to be made captain for becoming more known than others. Moreover, fame has also this drawback that if we pursue it we must direct our lives in such a way as to please the fancy of other men avoiding what they dislike and seeking what is pleasing to them. Quick fame makes short public memories. Fame is a short-lived affair—a "nine days" wonder. Poverty many, can endure with dignity, but few can enjoy fame without exposing their innermost weaknesses before the public gaze.

There is no denying the fact that love of fame is divinely planted in human soul. It is that divine spark which arouses us into action. Before it all kinds of difficulties and dangers, however great, melt into nothingness. The love of fame fills us with some irresistible and dauntless courage to struggle heroically, to act nobly and die honourably. The stumbling blocks of life fail to deflect us from our line of action. He lives in fame, that dies in virtue's cause because the actions of the just always smell sweet and blossom in the dust. Truly says Shakespeare :

Good name in man and woman, dear my lord
Is the immediate jewel of their soul,
Who steals my purse, steals trash ;
It is something nothing.
But he that filches from me my good name
Robs me of that which not enriches him
And makes me poor indeed.

The fame of a great man is always estimated by the means used to acquire it. History sings the praises of the famous men of the world, who achieved distinction in various fields of life. Men of letters like Shakespeare, Shelley, Tagore and Gandhiji, unlike the sun, shine brightest after they have set. Great leaders like Lajpat Rai, Abraham Lincoln, and Netaji will ever remain famous because their lives were spent in the service of humanity. In fact no true and permanent fame can be founded except on labours which promote the happiness of mankind. There cannot be any nobler thing in the world than love of fame combined with love of humanity. Man's business in life is to shine in use and not rust unburnished. Human life is not a matter of days and years ; it is marked by noble actions and glorious deeds. One crowded hour of glorious life is worth an age without a name. This is true love of fame. The true lover of fame thinks, feels, and acts nobly and so he lives for ever in men's hearts and memory.

Truly says a poet :—

We toil for fame,
We live on crusts,
We make a name,
Then we are busts.

It is certain that man kills, man destroys, and man lays waste, but names of famous artists, patriots, martyrs and statesmen will live for ever. Kingdoms may rise and fall, fashions may change, centuries may crumble into dust and years may fly like shadows, but the really deserving famous persons will remain immortal.

5. A ROLLING STONE GATHERS NO MOSS

Outline

1. Introduction—the above proverb is only a half-truth.
2. Arguments in favour of the proverb.
3. Counter arguments—need for variety.
4. Conclusion.

Proverbs are generally half-truths, for there are always two sides to a medal. A proverb reflects strikingly one or the other, but since it is brief and striking it is often mistaken for the whole truth. Wisdom demands that a proverb should be taken with a grain of salt.

A rolling stone gathers no moss—so runs the proverb in question. It is good as far as it goes. It pointedly draws our attention to the dangers that lie in too readily and frequently changing from one occupation to another. In other words, it reminds us of another remarkable saying, "Art is long and time is short." Success in any line requires perseverance and practice. However intelligent a person may be he cannot master an art easily. To acquire a high standard of skill long apprenticeship and patience are absolutely necessary.

A few illustrations will throw more light on the point. A soldier, for instance, is not made in a day. Years of hard training and actual experience of fighting turn one into a real soldier. If one hopes to become a successful officer by attending a few military parades he is hopelessly mistaken. Similarly, poets, painters and artists have to devote their whole lives to become masters of their art. Milton had to devote all his life's energies before he could create the immortal epic *Paradise Lost*. Leonardo da Vinci sacrificed everything else for the sake of painting masterpieces such as *Mona Lisa*.

Long devotion to one's work is even more necessary in the art of life. Swami Vivekananda or Mahatma Gandhi, to quote only two examples, were fired with extraordinary singleness of purpose. Consequently, the Swami put new life into the Vedanta and spread its message far and wide, while the Mahatma gave to the world a new doctrine of love, peace and brotherliness. If they had frittered away their energies instead of concentrating them on these important objectives, they would not have achieved success.

The fact is that specialization has a great place in life. Art is indeed long and time is short. One cannot do too many things and do them well. He has to pick and choose. It is any day better to achieve distinction in one sphere than remain a mediocre in different types of work. Man's capacity is after all limited, in spite of the glorious tribute Shakespeare pays to him. "What a piece of work is man! How noble in reason! How infinite in faculties! In form and moving how express and admirable! in action how like an angel! In apprehension how like a god! The beauty of the world! The paragon of animals!"

This much boasted god and angel—Man—is really godlike and angelic only within certain limits. He is not all-powerful and all-knowing like the God who has created the universe. Man can show his divine powers—to continue Shakespeare's metaphor—only if he remembers that he is an imperfect mortal. Those who are too conscious of the so-called godliness fall a victim to vanity and consequent frustration and failure.

Man learns by experience and experience comes only when he sticks to a particular type of work for a certain length of time. Theoretical knowledge is a very inadequate equipment for success: the practical side of things is often very different. For instance no amount of the study of books on politics and statecraft can make one a statesman or administrator. It is a well established principle that the reins of government should be placed in the hands of mature and experienced public men. When things took a sorry turn in England during the Second World War the English people called Churchill—the seasoned war leader—back to the helm of affairs.

Thus, it is true to a certain extent that a rolling stone gathers no moss, while a stone with an anchor does gather some. And moss is a thing to be prized. Man needs experience, specialized knowledge, influence, reputation—this is the moss he gathers by dedicating himself to *one* aim, *one* mission in life.

But there is another side to the picture too. Man, to repeat the phrase, may gather moss but he should certainly not vegetate. Specialization and experience are valuable in life but are they not also a great limitation on one's personality ? The world is rich and varied and it is a bit tragic to confine oneself slavishly to a small part of it. For instance, it is indeed a dull and discouraging prospect for a person if he must spend all his life as a clerk or a grocer's apprentice or a mere blacksmith. Doing one thing for a long time produces monotony and dullness. Man desires change and variety. It would certainly add to the zest and richness of a man's life if he can do more than one thing well. Churchill is not only a great statesman, war leader but also a first rate author and painter. Lord Mountbatten succeeded both as a great sea-lord and administrator.

The heart of the matter is that though, as a rule, rolling stones gather no moss, there are many exceptions to the rule. Quite often some people do well in more than one sphere. Versatility and adaptability are as helpful as specialization and experience. For much attention to one thing often makes one lop-sided and abnormal ; the harmony and balance of life are lost. The best course, perhaps, is to do as many things as possible, but to do each of them well. Man should not switch on too quickly from one thing to another, though at the same time he should not rot in one monotonous line of activity.

6. IS MODERN CIVILIZATION A FAILURE ?

Outline

1. Introduction.
2. Yes it is a failure. Arguments :
   (*a*) Warfare, wide spread unhappiness.

(*b*) capital versus labour etc.

3. Arguments against :
    (*a*) increase in comfort.
    (*b*) Science, knowledge and human welfare.
    (*c*) wide-spread literacy.
    (*d*) Democratic ideas etc.
4. Conclusion.

Modern civilization is a complex affair. We cannot speak of modern civilization as we can speak of the ancient civilization. In ancient times and the Middle Ages, there were many civilizations. The point of contact among them were not many. Now there is only one dominant civilization. We call it "Western or materialistic". The name does not matter. It is this civilization which has spread over Europe, America and Australia and is making rapid strides in Asia and Africa. Whatever be the future of this civilization it seems to be quite strong to-day.

Modern civilization has much to do with science, inventions and with the spread of scientific ideas. Its spirit is the spirit of enquiry and experiment rather than that of faith and trust. It lays great stress on material comforts and less stress on the spiritual values of olden days. It is an industrial civilization, in the sense that it applies machinery to the processes of manufacture. Politically, it believes in nationalism and democracy, although there are exceptions to this general rule. The equality of men and equality of sexes are two of the chief principles of modern civilization.

Critics of modern civilization are many, and they are not confined to India. Many thinkers in the West believe that modern civilization has proved a failure. Some like Aldous Huxley have turned to the mystic faiths of the East in their distress. Others have preached fighting creeds like communism, attributing to the class-struggle all the ills of the times.

The "failings" of this civilization may be briefly mentioned. First of all one must mention scientific war. The last two world wars resulted in enormous destruction of life and property. Such a destructive war could not be imagined in old days. Modern science was responsible for its destruction. Aeroplanes, poison gas, high velocity exlosives and atom bombs are among some of the gifts of modern civilization. The appalling fate that overtook Hiroshima and Nagasaki bears witness to the barbarous side of this civilization.

Notwithstanding the many scientific discoveries and inventions, it cannot be said that to-day people are happier than their forefathers used to be. There is a widespread discontent among the masses in every country. Even the intelligentsia seem to be suffering from a lack of faith in life. The old spiritual values have been destroyed, but no new values of a satisfying character have been set up yet. A widespread lack of faith and immorality are among the prominent features of this civilization.

In the economic field the age of machinery is marked by an intense class struggle. The capitalists have proved themselves to be ruthless exploiters. They have even brought about wars in order to be able to sell arms and ammunition. And these men generally control political power in all highly industrialized states. The struggle between capital and labour, which is a feature of modern civilization, throws out of gear the industrial activities every now and then. Without a fair distribution of wealth the blessings of democracy even can be only partially realised.

Politically, modern civilization has brought in its wake the imperial idea of the domination of weaker nations. Empires existed in the old days, it is true. But those were the results of military conquests, and were generally short-lived. But the modern empires aim at the economic exploitation of weaker nations and are an outcome of capitalistic and commercial greed.

Let us now look at the other side of the picture. There is no denying the fact that scientific warfare is more destructive than medieval warfare was. But the horrors of scientific war makes such war infrequent.

And efforts are being made year by year to achieve such an international understanding as would abolish wars for good. Besides modern civilization has such recuperative powers that it may not be destroyed by any war, not even by atomic warfare. It is pointed that fewer men were killed in this war than in the last great war.

Some people may be spiritually unhappy to-day but certainly they enjoy far greater comfort than their forefathers ever did. Medical science has reached such a perfection to-day that almost all the so-called "incurable" diseases are cured. People are healthier, and they live longer than they did before. The rapid means of communication, cinema, radio and other amenities provided by modern science make life far more interesting and enjoyable to-day. Internal lawlessness of all kinds is controlled effectively by the forces of law and order.

As for the struggle between capital and labour, socialists believe that it is not a special feature of modern times. Socialists think of the human society as a long drawn-out story of class-struggle. Measures for labour welfare are being adopted in every industrialized country to-day. Certainly the labourers to-day earn more and have a much higher standard of life than the labourers of yesterday.

Imperialists' domination of the weaker nations is a bad feature of modern times. This however, has nothing to do with modern civilization. No one seeks to justify the Italian conquest of Abyssinia or the German occupation of Czechoslovakia. These things are wrong, and in every country there are men who hate them. The days of imperialism are limited. India, Burma and Indonesia are free. Imperialism seems to be on its last legs.

Although it is true that many spiritual values have been upset, it is not true that modern civilization is out and out materialistic. The spirit of rationalism, of enquiry and experiment, is abroad. It judges the old values, and rejects those that are useless for this age. After all every age has its own spiritual and ethical ideas.

We are not more immoral than our ancestors. In many respects we are more moral. We believe in the equality and brotherhood of man. We have no slaves. And we believe in the equality of sexes. We do not worship women and keep them under our thumb; we grant them equal rights with us. We do not believe that sex morality is the only form of morality. We live a much larger life than our ancestors did. We have more varied interests and occupation than the men of the time of Confucius or Buddha had.

In conclusion, we must say that modern civilization is not a failure. Notwithstanding its "failings" it has made human life richer, safer and more comfortable than it ever was before.

7. THE PRESS AND PUBLIC OPINION

Outline

1. Introductory; the great power of the press in modern times.
2. How the press forms public opinion :—
    (*a*) The average members of the public read the morning and evening papers carefully.
    (*b*) In times of crisis, the press does much to guide public opinion in a country.
    (*c*) The press is one of the great channels through which public opinion expresses itself; the democratic significance of this.
3. But the press also has a bad influence on public opinion ;—
    (*a*) It often gives a distorted version of facts.
    (*b*) It is often a party organ and has a narrow objective in view and not truth.
    (*c*) It excites the public as during communal riots in India.
    (*d*) The press in the Fascist countries.
4. The press should realize its responsibilities.

An eighteenth century politician described the press as the 'fourth-estate' of the realm. To-day this estate is undoubtedly the most powerful. With the growth of democracy and popular control of government the press is becoming more and more important. Public opinion today is a great power in the land. And the press at times becomes its tool and at times its guide.

The average citizen in a state does not find any time to study any political, economic or social problem at first hand. In England he stretches his hand at the breakfast table for his favourite *Times* or *Manchester Guardian* or *Daily Telegraph* and asks, "What does the—say ?" For he has no opinion of his own. In all difficult matters he would much rather accept the opinion he finds ready made in his favourite paper. He reads this paper in the morning and even takes it to his office and spreads it at his lunch table. For him the conclusions arrived at by the paper are enough. Several years of devotion to one paper makes a man develop a *Times* or *Manchester Guardian* or *Daily Telegraph* attitude. He finds it painful to think on different lines. It upsets his scheme of life. He would much rather not do it. Yet in a democratic country like England it is the voice of this average citizen that will go far to decide which popular party should come into power. The same holds good of other countries, including India.

And in times of crisis the average citizen applies himself eagerly to newspapers again for clear and definite views. Where there is a free press we can easily see which way popular feeling is running by consulting the press. For the press reflects faithfully in times of crisis how the public feel about a matter. And, it also does a little guiding of public opinion in a subtle way. It presents the known facts in a new light, puts fresh interpretation upon them, and even makes conjectures about the facts which are not known. The September crisis of 1939 which found England so unprepared, was handled by the press in a most intelligent fashion. The public did not have any encouragement from the press to get panicky. In India the press acted with similar intelligence and good sense at the time of the abdication of Edward VIII. The public was not allowed to gloat over the more picturesque aspects of the affair. In this way the press can form and educate public opinion.

The press reflects public opinion, but it also becomes a direct channel through which public opinion can freely express itself. The correspondence columns of a newspaper invite views from its reading public on all sorts of topics. Editors of newspapers always give publicity to popular grievances or popular support to or condemnation of a government measure. Public opinion can express itself only through the press or the platform. Of these two forms, the press is undoubtedly more effective and far-reaching.

The significance of giving such free expression to popular opinion is great in all democratic countries. What 'Pro Bono Publico' or 'A Citizen' or 'A Sufferer' or 'One Who Knows' has to say may be quite silly, or even mistaken. Still these correspondents would count it a great attack on their rights and liberties if they are not allowed to have their say. The press is the champion of popular rights, and always raises a voice of protest against popular wrongs. So it has to give even to the mistaken or foolish forms of public opinion some degree of publicity.

So long we have been describing an enlightened press in a highly democratic country like England. The picture is not so attractive when we turn to Germany or Italy or Japan or Russia or India. Even in democratic United States the press is not what it should be. Some sections of it are corrupt and are under the influence of unscrupulous politicians and business magnates. In every country there is a yellow press catering for the vicious taste of the public for sensational news and views. The yellow press, we are afraid, has a very undesirable kind of influence on public opinion. Even in England there are newspapers which give very distorted and misleading accounts of Indian life.

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8. THE FREEDOM OF THE PRESS

Outline

1. Introduction.
2. The importance of maintaining the freedom of the press.
3. Instances of muzzling the press.
4. Freedom of the press in democracies.
5. Can the freedom of the press be absolute ?
6. Need of restraint in excercising this freedom.
7. Conclusion.

"I disagree absolutely," says Voltaire, "with what you say but I will defend to the death your right to say it."

The French philosopher's observation is neither a platitude nor a paradox : it is a memorable summing up of one of the essentials of civilization, *viz.*, liberty of thought and expression. Every man must have the right to think for himself and to express what he thinks. That is the only way to ensure human progress.

The Press is a collective expression of public opinion and it naturally claims perfect freedom. The press should be free to publish news and views without fear or favour. But this fundamental right has often been denied to the Press. During the English Civil War, the victorious Parliamentarians began to impose restrictions on the Press. Their censorship aroused an angry protest from John Milton in his famous pamphlet *Aeropagitica*. The English poet strongly advocated the cause of unlicensed printing. "Give me," he said, "the liberty to know, to think, to believe, and to utter freely, according to conscience, above all other liberties."

In other countries too attempts have been made from time to time to muzzle the Press. The first Indian paper *Hickey's Bengal Gazette* of 1780 was banned by Warren Hastings, and government censorship of Indian papers coutinued to be rigorous till 1835 when Lord Metcalfe liberated the Indian Press and paved the way for the founding of the great Indian papers like *The Times of India*, *The Pioneer*, *The Madras Mail*, *The Amrit Bazar Patrika*, *The Statesman*, and *the Hindu*. State interference with the Press did not, however, disappear altogether. During the days of the Bengal partition, and the national movements the British gagged the Press with great severity. The worst form of the control of the Press was found in Nazi Germany and Fascist Italy. Dr. Goebbels completely controlled the Press in Germany, and himself wrote all the leading articles of the '*Angriff*.' In Italy the leading state-controlled journalists were Signor Goyda, the Editor of *Giorna led' Italia* and Arsaldo, the Editor of *Telegrapho*. In Russia too the press is not free, although the Russian Paper *Pravda* is said to have the largest circulation in the world.

The Press enjoys freedom in a democracy. In England for instance, the Press has enjoyed more or less complete freedom and the British have, therefore, attained a very high level of journalism. U.S.A., however, extends the greatest freedom to the Press. Some of the American journalists—Walter Lippmann, Dorothy Thompson, John Gunther, Pearl Buck, Louis Fischer—enjoy international fame. In free India also the Press enjoys a very large measure of freedom, in spite of some of the restrictions which were imposed upon in 1951.

Now the question is "Can the press be completely free ?" Not even the greatest democrat would say an unqualified 'yes' in answer. Liberty of thought may be complete but liberty of expressing that thought is subject to certain inevitable limitations. There would obviously be chaos in the world if everybody were allowed to say or publish what he thought and felt. Sacred subjects like God, religious opinions or personal reputation should be above criticism. Freedom of discussion cannot obviously be allowed to degenerate into freedom of abuse. Every country punishes blasphemy and personal libel.

The freedom of the Press is a sacred privilege but it requires great tact and patience to exercise it properly.

Man is generally governed by passions and prejudices and newspapers are not independent organs of public opinion. They are usually the mouth-piece of political groups and parties. This advocacy of parties and groups is full of danger. Unhealthy rivalry and bitter controversies often spring up among papers representing conflicting points of views. Truth is coloured and distorted and the worse is made to appear the better reason. The Press is often exploited as a medium of propaganda. In our country, for instance, there are papers advocating Congress, Hindu Mahasabha, Communist or Rashtriya Sewak Sangh views. *The Hindustan Times* is the official organ of the Congress, *the Organiser* echoes Hindu Mahasabha and R.S.S. sentiments while *The People's Front* is the mouth-piece of the Communists. Before the Partition *The Dawn* vigorously championed the cause of the Muslim League and preached communal hatred and strife. Similarly, in England there are Tory, Labour and Liberal papers. All these papers can enjoy freedom only within certain limits otherwise the party spirit, which governs many of them, would cause untold havoc.

The Press suffers a curtailment of its freedom during abnormal times such as a war or a political crisis. During the Second World War the Indian press was gagged by a number of ordinances and restrictions. After theend of the war, the widespread communal disturbances in the country necessitated the imposition of fresh restrains on the Press. Mahatma Gandhi's murder was such agreat national crisis that communal papers were banned and censored and now the government has to keep an eye on the communistic press. The freedom of the Press cannot be enjoyed at the cost of peace and safety.

The fact is that Press can claim freedom only if it is prepared to shoulder the responsibilities involved in it. The Press is a great power both for good and evil. It has a giant's strength but it is not expected to use it like a giant. Whenever the Press is likely to abuse its power, the government is called upon to impose restrictions. Liberty cannot be allowed to degenerate into licence.

9. RESPONSIBILITIES OF THE PRESS

Outline

1. Introduction.
2. The functions of the Press—
   - (*i*) News and its presentation.
   - (*ii*) Regard for truth.
   - (*iii*) Expression and formation of public opinion.
   - (*iv*) Defence of its freedom.
3. Conclusion.

In the world of to-day the Press enjoys boundless power. As it directs and shapes public opinion it controls the rise and fall of kings, cabinets and presidents. A certain editor once said, "I care not who governs the country so long as I can govern the press." Rightly has the press been called the 'Fourth Estate'.

An organ of such great power and influence as the press is, has to shoulder a great responsibility. Great power, unless used with restraint and wisdom, can cause great havoc.

The first and foremost duty of the press is to furnish news on all kinds of subjects. A newspaper caters for the needs and tastes of all kinds of people. Politicians, businessmen, scientists, sports-lovers and the common man—all look forward to a newspaper for information and recreation. It is true that some division and specialization is necessary, for one paper cannot furnish enough information on all the numberless subjects of the world. Thus we have scientific, business, literary, historical or health journals containing detailed and specialised information but the daily or the weekly paper is expected to contain information on most subjects of common interest.

The presentation of news again is no easy matter. News has to be selected and arranged in an attractive form. This selection and presentation must not be done at the cost of truth. One of the most important responsibilities of the press is to honour truth and to present a just and fair account of events. This is very sound principle in theory but in practice it is violated in many ways. The press may not necessarily distort facts but it can suppress or lay undue emphasis on them. Certain minor news items may be splashed on the front page, while really significant news may be printed in an inconspicuous place. This may not be deliberate falsehood but it certainly amounts to tampering with truth.

Another great responsibility of the press is to represent public opinion fearlessly and impartially. The press, on that account, is called the eyes and ears of the world. It keeps an eye on what happens and reflects people's views on those happenings. The press is the public forum, the great platform from which the people of a country have the right to express their reactions to the policy of their government or other important matters. No press can discharge this great duty without a large measure of freedom. As far as possible, the least amount of check should be imposed on the freedom of the press. And if a government interferes unduly with the great right, the press must protest. The history of the world furnishes many an example of the spirited defence the press has put up for its liberty. In England, for instance, Milton advocated unlicensed printing in his famous pamphlet *Aeropagitica.* In our own country when the Government of India banned the publication of news regarding Prof. Bhanasali's fast in 1943, the All-India Newspapers Conference decided not to give publicity to circular from Government House, new year's honours, speeches of the members of the British Government, Government of India, and Provincial Governments. No wonder that the Government withdrew the ban.

A free press is the first condition of a democratic way of life, for without a large measure of freedom of thought and discussion, correct public opinions cannot be formed. Hence the press guards its freedom jealously. It is only in dictatorships like pre-war Germany and Italy and the present Bloshevik Russia that the press is both muzzled and regimented.

The freedom of the press, however, is a very delicate privilege. Great moderation and restraint are required in exercising it. Freedom of expression cannot be absolute. Certain restrictions, such as regard for one's personal reputation and religious sentiments, have to be imposed rigorously. Freedom of criticism cannot be allowed to degenerate into freedom of abuse. These restrictions become more rigid in abnormal times like war or internal disorder.

The discussion of the freedom of the press brings us to the responsibility of newspapers in educating public opinion. The press is not only a mirror of what the people think, but it is also a school of instruction, a source of inspiration to the common people. Journalists have to throw light on the significance of the important problems facing their country. The average newspaper reader is neither well-informed nor intelligent enough to form correct opinions and he naturally looks to the press for guidance and instruction. The final majority opinion is a crystallization of the conflicting points of view analysed and simplified by the press.

This last one is, perhaps, the greatest responsibility the press has to shoulder. The press, as far as possible, has to keep itself aloof from partisan spirit and propaganda. It should judge every issue on its merits and not be carried away by party or group interests. This lofty ideal, however, is not generally maintained. Papers tend to become party organs and mislead their readers. If this spirit of party loyalty goes on unchecked the country might be faced with sharp differences which, in extreme cases, might result in a civil war. The worst aspect of such journalism was seen in the Nazi German press, under Dr. Goebbels.

In our country *The Dawn* and the R.S.S. and other Hindu papers were largely responsible for the horrible communal bloodbath, which preceded and followed the attainment of independence. Even now the press in Pakistan carries on malicious propaganda against the Indian Republic.

To sum up, the responsibilities of the press are threefold: first, to publish news; second, to mirror public opinion; and third, to educate public opinion. In all these three directions the governing principle should be regard for truth combined with balance, moderation and restraint. When the press of a country allows itself to be muzzled or abuses its liberty for sectional interests, disaster follows.

10. A FESTIVAL

Outline

1. Introduction.
2. Special features of Diwali.
   (*a*) Illumination. (*b*) Cleaning & whitewashing etc.
3. A favourite festival of the Vaishya community.
4. Some unpleasant aspects of the festival.

The Hindus are an idolatrous people and in the course of the year they celebrate many a festival in honour of their gods and goddesses. But of all their festivals none is so colourful and gay as 'Diwali.'

'Diwali' or 'Dipawali,' to give its correct Sanskrit name, literally means the lighting of numerous lamps, for such is the accepted form of worshipping 'Lakshmi,' the goddess of wealth. On the Diwali night every Hindu house wears a gay appearance. Countless oil lamps, candles or electric bulbs illuminate the place. And when every house is decorated in this manner, the town looks like a fairyland. Large buildings and business shops attract particular attention on account of the bright lights with which they are tastefully decorated. Pictures of such memorable scenes of illumination often appear in papers and illustrated journals. Though science has devised various means of illumination yet the most fascinating form is the lighting of mustard-oil lamps. The only other kind of light which approaches the romantic beauty of oil lamps is candle light. These too shed a soft, mellow light before which gas lamps and electric bulbs appear too dazzling and unearthly. It is certain that in spite of the most skilful improvements in electric lighting the traditional Indian mustard-oil lamp will continue to occupy an honoured place in Diwali celebrations.

The festival of 'Diwali' occurs at the end of the rainy season and marks the approach of winter. The change of season is beautifully indicated by this festival. One of the characteristic features of this change is seen in a process of general cleaning-up. Weeks before the actual date of the festival, almost everybody gets busy in cleaning and whitewashing his house or shop. The year's dust and rubbish are removed and houses and shops and buildings look new once again. The well-to-do people spend large sums of money over the work and great quantities of paint and plaster are consumed to brighten doors, windows and balconies. The poor man, unable to spend much money, would at least make a lavish use of water and wash and clean every part of his humble dwelling. The enthusiasm of all, rich or poor, is very great.

The whitewashing and painting of houses are not a mere religious superstition or an attempt at display and decoration. It is a very useful custom from the point of view of health and hygiene. The rainy season brings with it so much mud, dampness and germs of various diseases. All these insanitary things are removed before 'Diwali' is celebrated. Incidentally, it may be observed that this annual practice of cleaning-up brings about the necessary repairs in our dwellings, whose life is, therefore, lengthened.

'Diwali' is a national Hindu festival, but the Vaishya community celebrates it with the greatest enthusiasm. This class of people consists largely of businessmen, who are usually wealthy. No wonder they worship most enthusiastically 'Lakshmi,' the goddess of wealth. The festival is an occasion for them to take stock of their year's business, profit or loss. In fact, their new financial year begins with 'Diwali' and to mark the new year they generally replace their old ledgers and account books with new ones. In the actual 'Diwali' ceremony they display before the image of 'Lakshmi' their gold and silver coins and bank notes.

Distribution of sweets, feasts, wearing new clothes, making presents to relations and friends are some other common practices to celebrate the occasion.

'Diwali' has many lovely aspects but now mention may be made of one of its unlovely features *viz.*, the practice of gambling. It is a deep-seated belief that every body must try his luck in gambling on that day. Gain or loss in 'Diwali' gambling is supposed to show the turn one's fortune will take in the course of the new year. At one time this evil practice was very common. It was publicly allowed for three days, especially in native states. But of late the practice is slowly dying out. Public gambling is forbidden all over the country. Still some people, who would restrain themselves throughout the year, would indulge in gambling on the 'Diwali' night.

But for gambling 'Diwali' is an excellent festival. No other festival among Hindus with the possible exception of 'Dassehra' or "Kali Puja" among Bengalis, is celebrated so long and so enthusiastically. 'Holi' is the very opposite of 'Diwali'. The former lets loose wild instincts in us, while the latter awakens and gratifies our aesthetic tendencies.

For a parallel of Diwali one can think of Christmas which too is celebrated very artistically and for over a week. But even Christmas lacks the gaiety and charm which characterise 'Diwali'.

11. DOMESTIC PETS

Outline

1. Introduction—Keeping pets is a very old hobby.
2. What is a domestic pet ?
3. Some instances of pets.
4. Attraction of keeping pets.
5. Conclusion—the modern age unsuitable for keeping pets.

From time immemorial man has been fond of domestic pets. Perhaps it is a symbol of his ancient kinship with the animal world. Though he has grown out of the animal stage he cannot altogether live away from animals. Some would perhaps disagree with this observation and maintain that man's fondness for pets is an expression of his love and kindness for animal life rather than a sign of his prehistoric origin from it. Whatever be the source of this relationship, it is certainly an interesting and romantic hobby.

It is not all animals whom man loves. He may keep a variety of them but the reasons in each case are different. For instance, the cultivator loves his bullocks, cows and buffaloes, but they can hardly be called his pets, though they are very important members of his household. It is more accurate to describe them as the means of livelihood. Similarly a tonga-driver's horse or a washerman's donkey is a beast of burden rather than a pet. Even the romantic knight's horse or the shepherd's flock of sheep cannot correctly be called domestic pets.

Pet animals are kept for the sake of mere pleasure : utilitarian considerations do not count in their case. They are kept just for their own sake : they are a sort of hobby like photography or stamp-collecting. From this point of view, sometimes even big animals, like a calf, a deer, an elephant can be called pets. Some Indian princes are fond even of cubs and panthers, who keep their company as harmless, innocent creatures. But such instances are rare and exceptional.

Domestic pets are usually chosen from small members of the animal world. Dogs and cats occupy the first rank among them. Men are generally fond of dogs but women prefer cats. The reasons behind this choice lie perhaps in the affinity of sexes. The masculine dog agrees with man, whereas cats and women have several common feminine qualities. Dog, like man, is rough and bullying but cat, like woman, is soft, gentle and meant for bestowing affection upon. It is, however, not proper to push this distinction too far. Many men are as much fond of cats as of dogs while large number of women carry their pet dogs with as much pride as they would feel in loving a cat.

Next to dogs and cats, members of the feathery tribe attract the greatest attention. Keeping pet birds, such as parrots, especially she-parrots, 'koels', bullfinches, is a very ancient custom. Domestic parrots, besides amusing their loving masters and mistresses, have often inspired a good deal of literature, especially poetry. Moghul emperors and courtiers were particularly fond of falcons and hawks. Akbar the great is represented in more than one painting of his day with a favourite falcon seated on his wrist. Children are extremely fond of these lovely, little feathery beings. Another equally delightful domestic pet is the tiny gold fish preserved in glass jars and displayed even in modern drawing rooms.

Keeping domestic pets is both a diversion and education. Grown-ups may look upon it as a pleasant means of killing time but for children they are capital sport. They look upon them as their true companions and treat them as if they were children themselves with exactly the same desires and wants, feelings and thoughts. How often one sees a small child talking to his favourite cat, bird or dog as if the latter understands everything and is capable of making a suitable response ! The child's imagination fills the gap and what is mere fun for us is a reality to him. Those children, who grow in the midst of domestic pets, naturally acquire a healthy curiosity about animal and bird life. This broadens their outlook and perhaps brings them nearer the miracles of God's creation.

The modern age has unfortunately struck a blow at the happy institution of domestic pets. Conditions of life are so hard that there is neither time nor money nor room enough for keeping pets. Men live in small congested houses ; they are too busy to attend to a bird or cat and often they have no money to spend on them. Gone are the times when man lived in the open, almost in the lap of nature, had plenty of time and other necessaries to indulge in the hobby of pets. To-day, pets are often a liability, an inconveniencc, a superfluity. The machine age, with its hurry and bustle has deprived us, among many other things, of the age-old companionship with the fluffy pussy and the proverbially loyal puppy. And yet, perhaps never before man stood in greater need of the affection and kindliness which domestic pets arouse !

12. A HOCKEY MATCH

Outline

1. The occasion and place of the match.
2. The teams and their players.
3. Some striking details of the game.
4. The finish of the game.

Yesterday I saw the final match in the Willingdon Hockey Tournament. It was bright clear weather and there was a large number of 'hockey fans' crowding the galleries. The players took the field exactly at 4-30 p. m. The blue of the Military team was a striking contrast to the scarlet of the Bhopal Wanderers. As some Olympic players were playing for the Indian side, expectations were high. But the Military team were the hockey champions of North India.

The game started in a dull way. The soldiers, however, warmed up and began attacking with great vigour. Their forwards were combining well and were passing the ball with remarkable skill. But the defence line of the Bhopal Wanderers was quite strong. The centre half was the well-known player, Harbans Singh. He outwitted the Military forwards and did his best to make the forwards of his side move. The left-out got a ball in a favourable position but when he was attempting to hit it the referee gave a 'stick'. In the first half of the game the Bhopal Wanderers were practically defending, though once, their centre-forward carried the ball past the half-back line of the Military team and was about to score, when the presence of the forward of his side made it an off-side. The ball was frequently crossing the goal circle on the Bhopal Wanderers' side, though it could not the netted. It was a bright, quick game, the sort of game I had never before seen.

After the half-time there was a change in tactics. The forwards of the Military team were more or less tired. They were also apt to be somewhat snappy. Some 'free hits' were given against him. The Indian forwards were getting the better of the game now. For one thing they were quicker and, though not so disciplined, showed individual brilliance. The Military half-backs and backs had a hard time of it and the goal-keeper saved two shots. At last, some ten minuets before the end a vigorous shot from the Indian right-in touched the net. The spectators were almost delirious with joy. Gopichand, the Olympic player, became the idol of the crowd. His quick passes, deft movements and easy mastery over the ball delighted the crowd.

Then the goals came quickly. Gopichand scooped a ball to the net with wonderful accuracy. Another goal was scored, and yet another, in quick succession. The military team did their best to score but Harbans Singh's defence was magnificent : so the game ended with victory for the Indian team.

13. MAHATMA GANDHI

Outline

1. Introduction.
2. His parentage and early life.
3. Work in South Africa.
4. Leadership of the Indian National movement.
5. Services to the country in the last days of his life.
6. Death and final estimate.

Mahatma Gandhi, the Father of Indian Nation, was born in the small state of Porbunder in 1869. His father was Chief Minister of the State. After his early education in India, Mahatma Gandhi studied in London, was called to the Bar in 1889. He began his practice in Bombay but did not meet with much success. In 1893 he went as a Barrister to South Africa. While in South Africa he successfully led the Indian community against racial discrimination. But in achieving his ideal he did not resort to force. He employed non-violent methods. It was during his struggle against the oppressive forces that he developed the weapon known as 'Satyagrah' or Non-violence. In his choice of this weapon he was influenced by such writers as Tolstoy and Ruskin. In keeping with his principle of non-violence he organised and commanded an Indian Ambulance Unit during the South African War and World War I.

He returned to India in 1915 and was rightly hailed as a hero by his countrymen. For a few years he studied the political situation in the country and then decided to apply his method of Non-violence against British rule. His first campaign of non-co-operation in 1920-22, attained great success. But Gandhiji called it off when it threatened to develop into violence. During 1922-24 he was imprisoned. He led his second campaign in 1930-32 and was again imprisoned. During this period he participated in the London Round Table Conference in 1931.

During World War I he launched his last Civil Disobedience campaign for National Independence in 1942. He was again detained until 1944. In the negotiations which resulted in the attainment of Independence in 1947 he played an active part behind the scenes. During the last week of December, 1947 he undertook a fast unto death in order to put a stop to communal rioting, and drew about a great reaction in public feeling. As his efforts on behalf of the Muslims deeply offended the extremists of the Hindu Mahasabha, he was assassinated in New Delhi on January 30, 1948 by a Hindu fanatic named Nathu Ram Godse.

This is, in brief, the life-story of the greatest Indian of modern times.

Mahatma Gandhi during his life-time regarded himself as the humblest man and he lived accordingly. His dress was a simple loin-cloth ; his dwelling, a poor cottage ; his food, a handful of dates, a cup of orange juice and a cup of goat's milk. Again and again he asked his people to look upon him as in no way different from the rest of the mankind. But his devotees have given him place with Jesus Christ and Buddha.

Mahatma Gandhi was a picture of courtesy, love, truth and affection. He despised the so-called civilization of the present day. His own definition of civilization is summarised in two words "Good Conduct."

Mahatma Gandhi preached tolerance and non-violence. Passive resistance, Gandhiji said, "requires an army not of men but of supermen." "What do you think ?" he asked in his *Sermon on the Sea*—"Wherein is supreme courage required ; in blowing others to pieces from behind a cannon or with a smiling face to approach a cannon and to be blown to pieces ?"

In the words of the great American writer, Pearl Buck, "No figure in the world is so incomprehensible to the men of the West as is this man of India, Gandhiji. To-day as militarists prepare worst weapons and Governments vie with one another in armies, the Western people are in secret despair. They dare not go forward, they cannot go back. In the quiet places of our private hearts those who are wise among us know that we are wrong. Non-violence is right. Only in a non-violent world can life be worth living. Gandhiji will be remembered forever because he has dared to live in non-violence and to teach non-violence resolutely in the midst of war and turbulence. He alone has found and kept the source of peace, both for the individual and for humanity "

Precis Writing

PRECIS WRITING

Introduction.

Precis writing occupies an important place in the study of English. It is an essential feature of all examinations, academic or competitive. In the English Composition paper of a number of examinations conducted by the Union or State Public Service Commissions a hundred marks out of a total of three hundred are allotted to precis writing. This speaks for itself : every candidate taking a competitive test should pay a good deal of attention to his part of the paper. This observation gathers additional force in view of the unflattering comments which examiners make year after year on this subject. A few of such comments are quoted below :

(*i*) "The 'precis' question was done badly by sevral candidates who fared better in free composition."

(*The Royal Indian Navy Examination Sept. 1949*)

(*ii*) This paper (English Language) was extremely badly done ; only one candidate secured more than 50% of the total marks, and only two more than 30%.......No candidate had any conception whatever of the rules of precis or of essay writing."

(*The Royal Indian Navy Examination, Oct. 1941*)

(*iii*) ".......every fault that the precis-writer can make was made in abundance ; there were many who merely selected every third sentence and strung the result together ; many added extraneous matter......."

[*Ministerial Service* (*Clerks. Grade B*) *Examination April, 1945*)

(*iv*) "Many candidates were, however, inclined to interpret a precis as a very adoption of the original—in one case there was even a poetic interpolation."

[*Ministerial Service* (*Assistant's Grade*) *Examination April, 1943*] (*v*) "Very few candidates had grasped the principle of precis writing, the majority regarding it as a type of mere summary or paraphrase, or a mixture of both, with the result that there were few good answers......"

[*Ministerial Service (Clerks, Grade A) Examination April 1945*]

(*vi*) "A comparatively small number of candidates had any notion of the requirements of precis writing. The general tendency was to take up the original passage, hack it, lop off big chunks and present the mangled remains between 100 and 500 words. Candidates did not appear concerned if in the process the result made little sense, and very often did not appear to have even the remotest idea about the connection between the different ideas in the passage......"

[*Ministerial Service (I and II Divisions) Examinations May, 1947*]

From the above extracts it is clear that examiners take a serious view of examinee's errors in precis writing. And this stress on the need of the ability to write a good precis is likely to continue despite the decreasing importance which is being attached to the study of English in general.

I

What is Precis ?

A precis is, to quote *The Oxford English Dictionary*, "a concise or abridged statement : a summary : an abstract." This definition is not very helpful for whereas *summary* is an exact synonym for *precis*, the two are different from *abstract* and *abridgement*. Moreover *abstract* and *abridgement* are not interchangeable terms.

The meaning of *precis* is better understood by a reference to the French *precis*, (meaning 'precise') from which it is derived. "To make a precis of given passage," writes Collins, "is to extract its main points, and to express them as clearly and in as few words as possible. In fact, a precis is just a straightforward statement of the bare facts without any unnecessary trimmings."

In other words, a precis is a continuous and condensed piece of composition, giving a precise or exact idea of the original passage. It should be brief and to the point, including everything important and excluding everything unimportant.

Precis should be clearly distinguished from paraphrase and summary. A paraphrase, as the word indicates, is an attempt to render in one's own words, the ideas and meaning of the original. Though not so exhaustive as the explanation of a passage, a paraphrase is not shorter than and often actually is larger than the original. Thus it is entirely different from precis, which is always *much shorter than the original*. A summary is a brief statement, but it is not a precis. In a summary the order of ideas in the original passage need not be always followed, but *in a precis the order must be preserved*.

II

Essentials of A Good Precis-Writer.

In the first place the writer should possess or cultivate the *power of judgment*, which will help him not only in the selection of words to express his ideas, but also in the correct and quick grasp of facts and details. Precis demands the sifting of matter, the selection of the relevant and important details and the rejection of the irrelevant and the unimportant. The chaff must be separated from the grain.

Secondly, a precis-writer must possess a good vocabulary of words, which he can spell and use correctly. A mere stock of words is not enough : he must be sure about their meaning and use. Again his vocabulary need not consist of big, or ornate words : it should rather comprise words of everyday familiar use, notably synonyms and variations of expression. This will save him, on one hand from pedantry and, on the other, from monotony and repetition.

The third great essential is conciseness, the power to compress one's meaning in the fewest appropriate words. When one word can do, two should never be used. Padding, flourishes of style, use of metaphorical or rhetorical language must be strictly avoided. Brevity, the candidate should remember, is the soul of wit, though at the same time brevity is not to be mistaken for telegraphic language, leading to vagueness or ambiguity.

Everybody can acquire the above essentials of a precis-writing. We all possess a certain measure of judgment which will grow by proper training and exercise. One's vocabulary can be extended by frequently handling a good dictionary (preferably The Concise Oxford Dictionary) and by doing cross-word puzzles for pleasure and by careful, attentive reading and writing. Conciseness too can be acquired by judicious reading and constant practice in written composition. The essays of Francis Bacon should prove highly useful in obtaining a clear idea of brevity and conciseness. Only one example may be given here to explain the difference between ornate and concise styles of writing. The sentence "He is always recklessly spending more money than he can afford" may be written with greater force and precision as "He is extravagant."

The task of precis-writing is not a Herculean feat; nobody need despair.

III

Method of Approach

The aim of precis, it may again be emphasized, is to extract the *essentials* of a given passage, and to present them in a *concise* and *good liberty* form. In order to achieve this aim, the chief principles to be kept in mind are (*i*) Selection (*ii*) Perspective (*iii*) Order (*iv*) Conciseness (*v*) Clearness (*vi*) Smoothness and (*vii*) Unity.

The process of *selection* implies that first of all the precis-writer thoroughly understands the meaning and the line of thought of the given passage. Such mastery of the passage is possible only when it is read three or four times, each time the mind making an attempt to pick out the essential features. Underlining the important words or sentences will prove a great help. The student may also ask himself about each sentence that is not underlined *whether it adds anything to the argument* or *is altogether unnecessary*. For instance, similes or illustrations are, as a rule, to be avoided. Read the following passage describing the change that came over blessings and calamities when they had lived in the world for some time :—

"In a word, the blessings were often like good fruits planted in a bad soil, that by degrees fall off from their natural relish, into tastes altogether insipid or unwholesome ; and the calamities, like harsh fruits, cultivated in a good soil, and enriched by proper grafts and inoculation ; till they swell with generous and delightful juices."

Now the above passage contains an elaborate simile, which should find no room in its precis. The precis of the passage may run thus :

"Blessings had lost their sweetness and calamities their bitterness."

Next to *selection* is *perspective*. It shoul be borne in mind that all the important points are not equally important. Hence the precis should give due prominence to the most important point or idea, the others being subordinated to it.

Thirdly, a precis should present a clear, logical sequence of ideas. The best method is to preserve, as far as possible, *the order of the original passage*. The matter may be freely expressed in your words, but the *sequence of thought must not be altered*. In the case of handling of letters and documents, however, it is sometimes necessary to vary the order of ideas.

Conciseness, the next essential of precis, may be acquired by a judicious use of words and expressions, notably by substituting single words or phrases for whole clauses or sentences. A few examples will show how it can be done.

(*i*) "It was found that the organisation was likely to entail a great deal of expenditure and could not be effected by such means as lay at his command. The precis would be: "The organisation was found to be too expensive and impracticable."

(*ii*) "He suffers from an inability to tell the truth," may be concisely put as "He is a liar."

(*iii*) "If you associate with people of inferior moral habits, you yourself are likely to become depraved in your character."

The sentence may be rewritten thus :
"Association with immoral people will lower your character."

A word of caution may be added. It is that precis is not merely omitting words or phrases and thus shortening a sentence or passage. It is not simply lopping the branches of a tree. "What is wanted is not a tree that has been trimmed, but a miniature of the tree." A precis is, in fact, a fresh statement.

Clearness in precis is as necessary as the other features. What it does not need is much explanation or emphasis. Unless the precis brings out clearly the meaning of the original, it defeats its purpose.

Smoothness implies that the precis should not make jerky reading. There should be no gaps. All the parts should be properly linked, sometimes by using connectives such as "but", "and", "however", "nevertheless".

Closely allied to smoothness is *unity*, which means that the precis is an organic whole, and not a mere patchwork. It is a sort of self-contained, complete piece of composition with a beginning, a middle and an end.

Precis-writing requires constant practice. The above hints will prove fruitful only when they are worked out. The general method of approach may be summed up briefly as follows :—

(*i*) Read the passage carefully in order to grasp the general meaning.

(*ii*) Read the passage a second or third time and pick out the essential ideas. *Underline the most important ideas.*

(*iii*) Sum up the chief points in short, comprehensive titles or phrases. Also notice that there is no repetition in ideas.

(*iv*) Make a brief, continuous draft.

(*v*) Remove the original passage aside, read the first draft and examine whether it is clear, logical and smooth. Revise, alter and modify it, adding proper links wherever required.

(*vi*) Read the original passage once again and read your final draft, with a view to examining whether you have left out any important point or added anything rather unessential. If you are convinced that your precis faithfully conveys the spirit and gist of the original and it is also a complete, independent and well-worded piece of composition you have achieved your purpose.

(*vii*) Do not fail to suggest a suitable title for the precis.

IV

Elementary Precis

(*i*) *Substitution and Inversion*

A beginner should not attempt to make precis of long, difficult and involved passages. He should start with sentences and condense their meaning as briefly and clearly as possible. This can be done by word substitutions, reduction of subordinate clauses and omission of unimportant parts.

Let us take a few examples. Consider the following :—

(*a*) *That he could be so conceited* was a shock to everybody.

It can be condensed as "His *conceit* shocked everybody."

(*b*) "The Goodwin sands form a barrier *that no ship can pass without a pilot.*"

By substitution this can read. "The Goodwin sands form an *impassable* barrier for *unpiloted* ships."

(c) He went away, *so that he might study in peace.*

The clause *so......peace* indicates the purpose of his moving, and we might write the sentence as "He went away to *study peacefully.*"

EXERCISE

Substitute single words or phrases for the portions underlined.

1. Old people *believe anything that is told to them.*
2. They celebrated the marriage *without much pomp and show.*
3. His speech was full of *very ordinary and hackneyed observations.*
4. Rama's father left him *sufficient money to live upon.*
5. Ministers are reported *to reserve the best posts for their friends and relatives.*
6. The steps the Principal took were *not of such a kind as to be able to cope with* the situation.
7. Owing to his age, my brother *was not able to take the competitive examination.*
8. These people are *liable to be called to account for their actions.*
9. The Communist party is banned as *it is out to destroy all government and order.*
10. The Indian Government have a *representative of its own possessed of full authority to deal with every situation* in the U. S. A.
11. Mahatma Gandhi was *a person who tortured the body for the good of the soul.*
12. Many students produce matter *which they do not understand completely.*
13. India has chosen to remain in the Commonwealth of Nations *because she does not desire to turn friends into enemies.*

14. Freedom of speech and expression *does not mean that one can talk impiously about sacred things.*

15. *The tendency to speak ill of people* is so bad that *those who indulge in it should be subjected to serious punishment.*

16. In his novels Thackeray frequently *wanders from the main current of the story.*

17. Meredith's writings give the impression that he believes *in championing the cause of women.*

18. During the war, Mr. Churchill worked *in a manner that he could not be tired out.*

19. The early editions of Shakespeare's plays *contain many passages which were inserted by other people.*

20. Black-marketers deserve *to be turned out of society and fellowship.*

Answers to the above Exercise.

1. Old people are *credulous.*

2. They celebrated the marriage *unostentatiously.*

3. His speech *abounded in banal remarks.*

4. Rama's father left him *a competence.*

5. Ministers are reported to *indulge in nepotism.*

6. The steps the Principal took *were ineffective.*

7. Owing to his age, my brother was *ineligible for the competition.*

8. These people are *answerable* for their actions.

9. The Communist party is banned as *it advocates anarchism.*

10. The Indian Government have *an ambassaaor* in the U. S. A.

11. Mahatma Gandhi was an *ascetic.*

12. Many students reproduce *unassimilated* matter.

13. India has chosen to remain in the Commonwealth of Nations *owing to her unwillingness to alienate people.*

14. Freedom of speechand expression *does not permit blasphemy.*

15. *Calumny* deserves punishment.
16. Thackeray's novels *are full of digression.*
17. Meredith's writings *reveal his feminism.*
18. During the war, Mr. Churchill *worked indefatigably.*
19. The early editions of Shakespeare contain many *interpolations.*
20. Black-marketeers deserve *ostracism.*

In order to increase your vocabulary learn the use of substitution, take the following words, find out their meanings and write down phrases or clauses for which they could act as substitutes.

Autocracy
Atheist
Anomaly
Attenuate
Abrogate
Annihilate
Bellicose
Bilingual
Callous
Censorious
Circumlocution
Contiguous
Dotage
Desecrate
Deprecate
Edible
Epicure
Ennui
Elucidate
Exonerate
Fastidious

Frustrate
Graminivorous
Herbivorous
Inimitable
Iconoclast
Irrefragable
Itinerant
Invulnerable
Immutable
Loquacious
Laodicean
Misogynist
Mesalliance
Minimize
Narcotic
Neologism
Neurotic
Obsolete
Platitude
Pedestrian
Panacea

Pyrrhic
Pugnacity
Parasite
Red-tapism
Reticent
Retrospective
Sinecure
Samaritan
Stoic
Soliloquy
Synchronize
Temporise
Verbatim
Verbose
Vacillate
Valetudinarian
Venial
Venal
Veteran
Vicissitudes
Zoology

(*ii*) Precis of Sentences

Now let us pass on to another stage—the stage of condensing whole sentences and not merely clauses or parts thereof. Study the following passage, which comprises one long sentence :—

"The fact that our army was in every respect a better fighting force than the enemy's, possessing larger numbers, more modern equipment, braver soldiers, and more experienced officers, accounted for the swiftness with which we drove the foe from his position, and won the day."

Let us now pick out the essential ideas of the sentence. They are (*i*) the victory, (*ii*) the swiftness of the victory, and (*iii*) the reasons for the victory. The details that the winning army had 'larger numbers, more modern equipment, braver soldiers and more experienced officers' are not important and may easily be omitted. Similarly, the last part of the sentence 'we drove......day' contains details, which amount to repetition and are, therefore, not essential for precis. The sentence can be condensed thus :

"Our swift victory was due to the all-round superiority of our army."

Below we give a few examples worked out :

1. "All through the war, of course, cheap books were published continuously and, although few might have suspected the fact, in vastly increased quantities."

Precis—Few know that during the war countless cheap books were published.

2. "At present the constructive power of science is being largely turned to private profit or national advantage, and as thus used, it is often employed against the interests of humanity."

Precis—War-mongers and profiteers are now misusing science to destroy mankind.

3. "A few days after, a note came from Mr. Halbrook, asking us—impartially asking both of us—in a formal, old-fashioned style, to spend a day at his house—a long June day—for it was June now."

Precis—It was in June that Mr. Halbrook invited two of us to pass a day with him.

4. "If we are to keep ourselves really healthy, we must not let a day pass without taking some form of exercise."

Precis—Regular exercise is essential for sound health.

5. "A man who has specialised in a particular branch of study is not always capable of giving the public the fruits of his researches in a form which is praiseworthy from the point of view either of literary style or lucid exposition."

Precis—A specialist is seldom capable of presenting his researches in a lucid or literary manner.

6. "It is useless to entrust to another any task which we want performed particularly well, for, unless we do it ourselves, we are sure to be disappointed, because none can understand as well as ourselves the exact thing we desire to be done."

Precis—Important tasks should be done personally as others fail to understand their real significance.

EXERCISE

State as briefly as possible the essential idea of each of the following sentences :—

1. When we gain a victory easily, or find our desires fulfilled at the mere asking, or have more than enough money to buy anything on which we set our hearts, we are inclined to undervalue the victory or the possession, as though the ease with which we have obtained it has taken the edge off our pleasure.

2. In times when wars have been both long and bitter, in moments of revolutionary passions, on occasions when temptation and opportunity of selfishness on the part of neutrals have been great, men have fallen back into disregard of law and even into true lawlessness.

3. There has always prevailed among that part of mankind that addict their minds to speculation, a propensity to talk much of the delights of retirement ; and some of the most pleasing compositions produced in every age contain descriptions of the peace and happiness of a country life.

4. Owing to the acute pains in his head, he was not able to make any progress towards completing the work, which was, therefore, left unfinished till the day after,

when he had sufficiently recovered to bring it to a satisfactory conclusion.

5. The rate of speed at which the car is travelling is estimated to have been no less than at least fifty miles per hour, so that we cannot be astonished if the accident produced by such a reckless manner of driving was of a very serious nature.

6. The virulence of the poison which this snake injects when it bites usually brings about fatal results within half an hour, in the individual who is bitten by the reptile.

Small Paragraphs

(1) Here is a short passage from Pandit Nehru's speech :—

"*I feel that* India can play *a big part, and may be an effective part*, in helping to avoid war. *Therefore, it becomes all the more necessary* that India should not be lined up with any group of Powers *which for various reasons are full of war and preparing for war.* This is the main approach of our foreign policy *and I am glad to say that I believe* that it is more and more appreciated."

(75 words)

This is a simple passage. The chief points are (*i*) India's capacity to avoid war, (*ii*) lining up with groups and (*iii*) appreciation of India's foreign policy. As the passage is part of a speech there are many portions which can be altogether omitted. Such superfluous parts and those parts which involve repetition have been italicised. The precis, after such analysis, can be as follows :—

India's Foreign Policy

As India can play an important role in avoiding war she should avoid alignment with war-mongering power blocs and this policy is gaining increasing appreciation.

(25 words)

(2) Let us attempt another passage—an extract from Churchill's letter to Eden :—

"It is believed that Germany is ready for a major war this year, and if it is hoped to have good relations with Italy in the future, matters should be brought to a head now. The danger from which we suffer is that Mussolini thinks all can be carried off by bluff and bullying and that in the end we shall only blether and withdraw. It is in the interests of European peace that a firm front should be shown now, and if you feel able to act in this sense, we wish to assure you of our support upon such a policy in the House of Commons and in the country however matters may turn." (117 words)

The essential points are :—

(*i*) Germany's readiness for war.
(*ii*) Necessity of good relations with Italy.
(*iii*) Firm action against Italy's policy of bluff and bluster.
(*iv*) Promise of co-operation with Government.

Now we can write the precis thus :—

Firm Action Against Italy

German readiness for war demands the establishment of good relations with Italy which hopes to get away with its policy of bluff and bluster. European peace can be preserved only by immediate firm action, in which the Conservatives promise to co-operate. (41 words)

(3) The power of the film cannot be left in the hands of irresponsible people. The purposeless squandering of film resources for the gain of a few people is the curse of film production to-day. The same sense of responsibility should mark the production of film as informs the publication of books by the major publishing houses. The name of the production company and the name of the director should be as prominent in all publicity as the author and publisher of a book. The public is learning to anticipate the quality of a film by the reputation of the producer and director who made it. (105 words)

The chief points are :

(*i*) The control of films by profiteers.

(*ii*) Need of responsibility in film production.
(*iii*) Comparison with book production.
(*iv*) The status of film directors.

Precis. **Reform in Films**

The control of the film-industry by profiteers has proved a disaster. The standards governing the publication of books should apply to films. The directors and producers of good films deserve the status of good authors and publishers. (38 words)

(4) "I should not like to think, my friends, that *after all the years in which we have travelled over the same ground together and shared* in common tasks, that you going are to desert me. We have contributed much to the welfare of the poor, from the point of view of their general conditions of life we have *penetrated the fortress of evil and driven forth drink and despair wholly from their midst.* This internal strife will surely cause us to fall *as a house that is divided against itself*." (94 words)

This is rather diffuse passage, full of metaphorical expressions which are italicised. The main ideas are :—

(*i*) Long co-operation.
(*ii*) Impossibility of desertion.
(*iii*) Contribution to moral and social welfare.
(*iv*) Dangers of disunity.

Precis. **Appeal for Continued Co-operation**

He told his friends that after such long association desertion was impossible. Their contribution to the moral and social well-being of the poor was great and disunity would prove disastrous now.

It should be noticed that in making the precis of a speech the following points should be kept in mind :

(*i*) The Introductory remark *viz.* 'He told his friends' 'Addressing his friends he said.'

(*ii*) The use of past tense.

(*iii*) The use of the third person (or impersonal form).

(5) "No man is worth reading to form your style, who does not mean what he says; nor, what any great style ever invented but by some man who meant what he said. Find out the beginner of a great manner of writing, and you have also found out the declarer of some true facts or sincere passions; and your whole method of reading will thus be quickened, for being sure that your author really meant what he said, you will be much more careful to ascertain what it is that he means." —*Ruskin*

Precis.

Formation of Style

Authors who have a great truth or sincere emotions to express usually possess a great manner of writing and a careful study of their works is the best way to form one's own style. (34 words)

(6) A really capable housekeeper will not be satisfied with good cookery only. She will be careful to have each dish nicely served, however plain it may be. Culture, or the want of it, will be seen at once in the appointment of her table. This remark does not apply to a profusion of glass, silver, or flowers—these are questions of wealth—but to the neatness and order with which a table is laid, and the manner in which a meal is served.

Precis.

Laying the table

Efficient housekeeping does not consist in good cooking alone but also in laying the table in a neat and nice manner. Good service of meals is a mark of culture and is not dependent on wealth. (36 words)

(7) "The quiet man can enjoy all these things much better than the self-assertive, pushful, boastful man. He has time to think and appreciate things, because he is not concerned with pushing others aside. Things which others sell their souls to possess, he can enjoy equally well if he is only allowed to look at them. He rises above selfish ambition, and possesses the riches in the world because he feels that he can do without them." (76 words)

Precis. **The Quiet Man**

The quiet man is happier than ambitious and boastful people, engaged in material pursuits. Free from self-seeking, he appreciates the good things of life without yearning to possess them. (29 words)

(8) "And, mind, war now would take a different aspect from what it did formerly. It is not only that you send out men who submit to be slaughtered, and that you pay a large amount of taxes—the amount of taxes would be but a feeble indication of what you would suffer. Our trade is now much more extensive than it was; our commerce is more expanded, our undertakings are more vast, and war will find you all out at home by withering up the resources of the prosperity enjoyed by the middle and working classes of the country. You would find that war now would be infinitely more perilous and destructive to our country than it has ever yet been at any former period of our history." —*John Bught.*

(128 words)

Precis. **Horrors of War**

The speaker urged that war would involve not only the slaughter of soldiers and heavy taxation but also deal a shattering blow to trade and commerce and thus ruin the prosperity of the nation. The havoc caused by a modern war would be infinitely greater than that of any previous war. (50 words)

(9) There was a table set out under a tree in front of the house, and the March Hare and the Hatter were having tea at it. A Dormouse was sitting between them, fast asleep, and the other two were using it as a cushion, resting their elbows on it and talking over its head. "Very uncomfortable for the Dormouse" thought Alice, "only, as it's asleep I suppose it doesn't mind."

The table was a large one, and three were all crowded together at one corner of it. "No room!" they cried out, when they saw Alice coming. "There's *plenty* of room?" said Alice indignantly," and she sat down in a large arm chair at one end of the table. —*Alice in Wonderland.*

Precis.

At a table set under a tree, before the house, sat the March Hare and the Hatter having tea, using a sleeping Dormouse who was between them as a cushion. Alice thought that although it was uncomfortable, perhaps the Dormouse did not mind it being asleep. Seeing her coming the other two shouted that there was no room, but Alice insisted that there was plenty of room and sat down at one end of the table.

Note. Note how we have used the indirect narration and the past tense for the thoughts and speeches in the passage.

(10) Portia now desired Shylock to let her look at the bond ; and when she had read it, she said, "This bond is forfeited, and by this the Jew may lawfully claim a pound of flesh, to be by him at nearest Antonio's heart." Then she said to Shylock, "Be merciful, take the money, and bid me tear the bond." But no mercy would the cruel Shylock show ; and he said, "By my soul I swear, there is no power in the tongue of man to alter me."

—*Lamb's Tales from Shakespeare.*

Precis.

Portia, having looked at Shylock's bond remarked that as the bond was forfeited, Shylock could cut off a pound of Antonio's flesh. She appealed to Shylock to be merciful, but the latter refused, swearing that he would never change his mind.

(11) "After sunset, as I was preparing to pass the night under a tree near a native village, and had turned my horse loose, that he might graze at liberty, a woman, returning from the labours of the field, stooped to observe me, and perceiving that I was weary and dejected, inquired into my situation, which I briefly explained to her ; whereupon, with looks of great compassion, she took up my saddle and bridle and told me to follow her. Having conducted me into her hut, she lighted up a lamp, spread a mat on the floor, and told me I might remain there for the night."

—*Travels of Mungo Park.*

Precis.

After sunset, as the author was preparing to spend the night under a tree, a woman passer-by, learning of his condition, took pity on him. She led him to her hut, where she offered him shelter for the night.

[**Note.** Here, the whole passage is in the first person. So we have to introduce the speaker in the precis either as the 'author' or as the 'narrator' or as the 'speaker.' Of course in this instance, we could even give his name 'Mungo Park,' as we happen to know it.]

EXERCISE

1. America, Great Britain, Germany, every self-respecting state, stands ready at any time, at any cost, to protect the rights of its citizens when their claim is properly made. The state will not withhold punishment from wrong-doers, it will see that justice is done. Under such circumstances, in every state every citizen whose claim for protection is practically unlimited should show to the same unlimited extent his allegiance and devotion to his state, in order that his state may not merely exist, but may carry on its great work to the best advantage.

[**Hints** :—(*i*) A state's responsibility towards its citizens.
(*ii*) The duty of the citizens towards the state.]

2. "In the critical times through which the country is passing I appeal to every citizen to make the maximum contribution to the solution of our problems. The ultimate aim of the Government is popular support. Our broad requirements are stability, a disciplined and responsible citizenship, and a firm administrative fabric. These are essential requisites as well as the expression of unity and strength. India holds a prominent position in Asian policy. That position must be justified and maintained. These objectives have to be achieved with the same tenacity of purpose, the same determination, the same single-minded devotion and the same unity in our ranks as we brought to bear on our struggle for freedom. Complacency and **weakness would be as fatal to-day as they would have been in that struggle."**

[**Hints** :—(*i*) Crisis in the country ; (*ii*) Appeal for help ; (*iii*) Great capacity shown in freedom struggle ; (*iv*) Lack of co-operation will be fatal.]

3. "If we would raise the standard of moral living among the poor, and at the same time fit them to occupy better and more responsible positions than their parents held, we must first look upon the slums of the great cities in which they live. Having looked upon the outward signs, we must ask ourselves what system this is, that permits, one may say, encourages, such abuses of humanity affecting life from the old man down to the youngest child. Upon whom does the responsibility rest and to whose account must it be charged ?"

[**Hints** :—(*i*) Raising the standard of moral living of the poor ; (*ii*) Better and responsible positions for them ; (*iii*) The significance of the city slums ; (*iv*) Where does the responsibility for such evils lie ?]

4. "If you or anyone else can tell me by what manner or means I can secure the sum of five thousand pounds within the next four years, you, or anyone else affording me such information, will earn my ever-lasting gratitude. So far, I have made honest work my ideal and ambition in life ; but it certainly does not seem to bring anything like the reward from a financial point of view that it ought to bring. The choice seems to fall between the frying pan and the fire. Either you can get out of the world altogether, or you can turn to dishonesty, and whichever way you turn, while you are alive the law gets you, so that's that."

[**Hints** :—(*i*) Need for money ; (*ii*) Honesty earns poor financial returns ; (*iii*) Dilemma of dishonesty and poverty.]

V

Long Paragraphs

1. Neglect of small things is the rock on which the great majority of the human race have split. Human life consists of a succession of small events, each of which is

comparatively unimportant, and yet the happiness and success of every man depends upon the manner in which these small events are dealt with. Character is built upon little things—little things well and honourably transacted. The success of a man in business depends upon his attention to little things. The comfort of a household is the result of small things well arranged and duly provided for. Good government can only be accomplished in the same way—by well-regulated provisions for the doing of little things. (120 words)

Precis. **Importance of Small Things**

Neglect of small things is the cause of a great many failures. Success in life depends on handling small events properly, character is formed by doing little things honourably, smooth business, domestic happiness and even good government are possible only by paying proper attention to small things. (45 words)

2. Of all the amusements which can possibly be imagined for a hard-working man, after his daily toil, there is nothing like reading an entertaining book. It calls for no bodily exertion, of which he has had enough. It relieves his home of its dullness. It transports him to a livelier and more interesting scene ; and while he enjoys himself there, he may forget the evils of the present moment. Nay, it accompanies him to his day's next work, and if the book he has been reading be anything above the very idlest and lightest, gives him something to think of, besides the drudgery of his everyday occupation. If I were to pray for a taste which should stand me in good stead under every variety of circumstances, and be a source of happiness and cheerfulness through life it would be a taste for reading. Give a man this taste, and the means of gratifying it, and you can hardly fail to make a man happy, unless indeed you put into his hands a most perverse selection of books. (180 words)

Precis. **Pleasures of Reading**

Reading a good book is the best entertainment after the day's hard work. It requires no physical exertion, removes dullness and makes the reader forget the worries of the present. It even provides with interesting subjects to think about. Taste for reading is the greatest and most unfailing source of happiness under all circumstances.

(53 words)

3. Throughout the ages of human development men have been subject to miseries of two kinds : those imposed by external nature, and those that human beings misguidedly inflicted upon each other. At first, by far the worst evils were those that were due to the environment Man was a rare species, whose survival was precarious. Without the agility of the monkey, without any coating of fur, he had difficulty in escaping from wild beasts, and in most parts of the world could not endure the winter's cold. He had only two biological advantages: the upright posture freed his hands, and intelligence enabled him to transmit experience. Gradually these two advantages gave him supremacy. The numbers of the human species increased beyond those of any other large mammals. But nature could still assert her power by means of flood and famine and pestilence, and by exacting from the great majority of mankind incessant toil in the securing of daily bread.

Precis. **Human Evolution**

In the course of his evolution man had to contend against the severities of Nature and the malice of his fellow beings. Of Nature's evils the worst was his environment where he had to face wild beasts and extreme cold. His upright posture and intelligence, however, helped him to survive. His numbers increased despite famine, flood, pestilence and his ceaseless toil for food.

(52 words)

4. "The great error in Rip van Winkle's composition was an insuperable aversion to all kinds of profitable labour. It could not be for want of assiduity or perseverance; for he would sit on a wet rock, with a rod as long and heavy as a Tartar's lance, and fish all day without a murmur, even though he should not be encouraged by a single nibble. He would carry a fowling-piece on his

shoulder for hours together, trudging through woods and swamps, and up hill and down dale, to shoot a few squirrels or wild pigeons. He would never refuse to assist a neighbour even in the roughest toil, and was a foremost man in all country frolics for husking Indian corn or building stone fences, the women of the village, too, used to employ him to run errands, and to do such little odd jobs as their less obliging husbands would not do for them. In a word, Rip was ready to attend to anybody's business but his own; but as to doing family duty, and keeping his farm in order, he found it impossible."

(185 words)

—*Washington Irving*

Precis. **The Eccentric Rip van Winkle**

Rip van Winkle never liked to do any useful work. It was not due to lack of perseverance for he could spend long hours in futile fishing, bird hunting, participating in village sports and activities or helping his neighbours and their wives in their work. In fact, he could attend to any business except his own, whether at home or on the farm.

(60 words)

5. When human beings are killed by carnivora, it is often doubtful whether the animal responsible for the kill is a tiger or a leopard. As a general rule—to which I have seen no exceptions—tigers are responsible for all kills that take place in the dark. Both animals are forest-dwellers who move about by night as well as by day. They have similar habits and employ similar habits of killing. Both are capable of carrying their human victims for long distances. It would be natural, therefore, to expect them to hunt at the same hours. That they do not do so is due to the difference in the courage of the two animals. When a tiger becomes a man-eater it loses all fear of human beings and, as human beings move about more freely in the day than they do at night, it is able to secure its victims during daylight hours and there is no need for it to visit their houses at night. A leopard, on the other hand, even after it has killed scores of human beings, never loses its fear of man; and, as it is unwilling to face human beings in daylight, it secures its victims when they are moving about

at night, or breaking into their houses at night. Owing to these characteristics, man-eating tigers are easier to shoot than man-eating leopards.

Precis.

Both tigers and leopards may become man-eaters. But the tiger always kills in daylight while the leopard in the dark. The tiger and the leopard have many similar habits but they hunt at different hours owing to the difference in their courage. The man-eating tiger loses all fear of man but the leopard never loses that fear. Hence it is easier to shoot man-eating tigers than man-eating leopards.

(65 words)

6. *Read the following passage carefully and make a summary of it which should be about one-third its length.*

"The pain was fearful but instead of cowing the old soldier, it put his blood up, and he gnashed his teeth with rage as fierce as hers, and squeezed her neck with iron force. The two pairs of eyes glared at one another—and now the man's were almost as furious as the brute's. She found he was throttling her and made a wild attempt to free herself, in which she dragged his cowl all over his face and blinded him, and tore her claw out of his shoulder, flesh and all ; but still he throttled her with hand and arm of iron. Presently her long tail that was high in the air, went down. 'Aha !' cried Martin joyfully, and gripped her like death ; next her body lost its elasticity, and he held a choked and powerless thing ; he gripped it still, till all motion ceased, then dashed it to the earth ; then, panting removed his cowl ; the leopard lay mute at his feet with tongue protruding and bloody jaw, and for the first time terror fell on Martin. 'I am a dead man ; I have slain the Duke's leopard.'

[**Note.** After reading the passage given above carefully we should first try to find out its theme. The theme is, 'How Martin killed the Duke's leopard.'

Let us now find out the main ideas or sub-divisions of the passage. It describes how Martin tried to throttle the leopard, how the leopard fought with him, how the leopard grew weaker, how she was at last killed and how Martin was frightened when he made the discovery that it was the Duke's leopard.

We may now summarise the passage briefly. It is a very easy passage and should offer no difficulty to the students.]

Precis. How Martin killed the Duke's Leopard

Though the pain was great, Martin, the old soldier, throttled the leopard with great force being as furious as the beast. She tried to free herself, and wounded him. But Martin continued throttling her. Soon the body of the brute sagged and joyfully he choked her. Then, to his dismay, he discovered that it was the Duke's leopard.

[**Note.** Here we have given the final form of the precis. The original passage contains about 190 words. Our precis contains about 60 words. Although it is a little less than one-third the length of the original passage it does not really matter.

Students should write a first draft, and then reduce or expand it to the required length.]

7. *Find a suitable heading for the following passage and express in your own words briefly the incidents described in the passage.* [*Punjab Inter.*]

"He *called to his presence a royal council*, and when the nobles and ministers were all assembled, *he told them his whole mind* and asked their advice. 'It may be,' said he gently, ending his statement and appeal, 'that my longing desire and also my weariness obscure my judgment. Well do I know that from the voice of many in conference truth is brought forth.' As the king ceased speaking, there arose the sound of a restrained resonance as of *many talking softly together*. The nobles and the Brahmins, the ministers and the great citizens discussed quietly among themselves the new proposal. At last, having come to a common decision *they* appointed their own spokesman and *announced to Dasaratha their sympathy and agreement with all his wishes.* And when the whole assembly, at the end of his address, raised their clasped hands together to their heads, like so many lotuses in token of their acquiescence, *the king felt inexpressible relief and joy. He sent messengers for Rama,* summoning him to appear before the council, and *these,* receiving homage from him *acquainted him with the intention* of installing him on the morrow as his immediate successor."

[**Note.** What is the theme of the passage given above? It is 'Dasaratha's Council and its decision.'

The words and the phrases italicized above suggest the important sub-divisions or ideas in the passage. These are:

(*a*) Dasaratha's summoning of the council.
(*b*) His address to the council.
(*c*) Deliberations of the councillors.
(*d*) Their decision to agree with the king.
(*e*) The king's joy.
(*f*) The sending of messengers to Rama.]

Precis. **Dasaratha's Council and its Decision**

King Dasaratha summoned a council of nobles and ministers and told them how he wanted to instal Rama on the throne as his immediate successor. He wanted the opinion of the council in this matter. They discussed it quietly among themselves and informed the king through their spokesman that they agreed fully with him. Overjoyed the king sent messengers to Rama summoning him to appear before the council and informing him of his intention.

[**Note.** No direction was given by the examiner regarding the length of the precis. We have made it about one-third the length of the original passage.]

8. Every one knows the old story of the tailor and the elephant, which, if it be not true, at least shows the opinion of the Orientals, who know the animal well, entertain of his sagacity. An eastern tailor to the court was making a magnificent doublet for a pasha, and covering it, after the manner of eastern doublets, with gold, and every species of metallic magnificence. As he was busying himself on this momentous occasion, there passed by to the

pools of water, one of the royal elephants about the size of broad-wheeled waggon, rich in ivory teeth, and shaking with its ponderous tread the tailor's shop to its remotest thimble. As he passed near the window, the elephant happened to look in; the tailor lifted up his eyes, perceived the proboscis of the elephant near him, and being seized with a fit of facetiousness, picked the animal with his needle: the mass of matter immediately retired, stalked away to the pool, filled his trunk full of muddy water, and, returning to the shop, overwhelmed the artisan and his doublet with the dirty effects of his vengeance.
—*Sidney Smith*

Precis.

The Elephant Revenge

The oriental story of the tailor and the wise elephant is well known. Once a court tailor was making a very precious garment for a nobleman when an elephant was passing by on its way to the pool. As the elephant's trunk was near, the tailor picked it with his needle for fun. Enraged the elephant went away, to return with its trunk full of dirty water with which it drenched the tailor's shop.
(73 words)

[**Note.** The main difficulty here was the language which had a lot of unnecessary ornaments.]

9. *Write a brief abstract of the following passage in your own words and supply a suitable title :—*

"True, it is the function of the Army to maintain law and order within the borders of India in abnormal times. But in normal times there is another force that compels citizens to obey the laws and to act with due regard to the rights of others. That force also protects the lives and property of law-abiding men. Laws are made by the State to secure the personal safety of its subjects and to prevent murders and crimes of violence. They are made to secure the property of the citizens against theft and damage; to the rights of communities and castes to carry out the customs and ceremonies, so long as they do not conflict with the rights of others. Now the good citizen of his own free will obeys these laws and he takes care that everything he does is done with due regard to the rights and well-being of others. But the bad citizen is only restrained from breaking these laws by fear of the consequences of his action. And the necessary steps to compel the bad citizen to act as a good citizen are taken by this force. The supreme control of law and order in a province is in the hands of a Minister who is responsible to the Provincial Assembly and acts through the Inspector-General of this force. (*Punjab Inter. 1941*)

[**Hints.** It should be clear to everyone at the first reading, that this passage is about the function of the police. We are to write a brief summary ('abstract') of this passage in about, say, one-third its length. A title must be given].

Precis. **The Function of the Police Force**

While the army maintains law and order in India in abnormal times, the police are entrusted with this duty in normal times. They also protect the lives and property of the citizens. The laws of the state ensure to each man safety of person and possessions and the enjoyment of certain rights. While good citizens obey these laws willingly, bad citizens have to be forced to do so by the police. In each province a minister responsible to the legislature is in charge of the police force.

10. *Write a brief abstract of the following passage in your own words, and supply a suitable title :—*

John said, 'But the countryman is a dull fellow. His clothes and his manners are rough, his tongue and his wits are slow.'

'He is slow perhaps,' replied Richard, 'but he is sure. Farming is not done quickly. Oxen move slowly and so must their driver. His clothes have to be rough in order to stand the wear and tear of outdoor life in all weathers. His manners are simple rather than rough, because his life is simple and he lives in close touch with nature. He works in the fields under God's open sky and that always makes men simple, and reverent too. The villager sees the goodness of God in the wonderful growth of the crops and in the beauty of the flowers and of the birds. All this tends to make the villager a quiet, God-fearing man with a great respect for custom and tradition. As for his wits and his tongue, he speaks slowly because he has to think first. Unlike the townsman, he cannot give a quick answer gathered from the latest book, newspaper or advertisement that he has read. The villager's knowledge does not come from books ; nor can his answers come from them. He has no books ; his knowledge and his speech have to come from experience and the traditions handed down by his ancestors.' (*Punjab Inter. 1942*)

Precis. **A Defence of the Character of the Villager**

While John charged the villager with being a dull fellow with rough clothes and manners, slow in speech and wits, Richard defended the villager saying that he was slow because he had to work slowly with his oxen. Richard maintained that the villager's clothes had to be rough in order to be strong. He was simple and pious rather than rough living as he did close to Nature and the wonderful works of God. Richard concluded that the villager spoke slowly because he thought out what he had to say ; having no book-knowledge he had to depend on tradition and experience.

[**Note.** This is the precis of a passage in the first person—as a matter of fact, a dialogue reduced to a precis. Student should notice that wherever there is the slightest possibility of misunderstanding, the speaker has been clearly mentioned ; *Richard defended......Richard maintained......Richard concluded......*The entire passage has been changed from first person.]

11. *Summarize in about 120 words the following passage and suggest a suitable title for it :—*

There are two considerations which deserve at least a word in any discussion of the future of the Indian theatre. The first is the rapid development of the cinema as a competitor for popular favour. At first, in the early flush of cinematic triumph, people—some of whom might have been expected to know better—prophesied the extinction of the theatre. It is now clear that though here and there, temporarily, the theatre may be affected, the cinema can never hope to replace the stage and elbow it out of existence. Experience in the West has shown that the stage will always be required as a feeder to the studio. For the technique is different, and great stage actors have always, to their disgust, discovered that film-acting is at least only second best to them; it cannot mean to them what the stage means. Something is lacking; the human touch. In the theatre heart responds to heart, and mind acts on mind in a way unknown to the cinema,

Thus the theatre is in no danger of extinction. On the other hand, the rivalry of the screen ought to and will put theatre to a new test and give it a new stimulus that may well lead to still higher planes of artistic achievement.

Finally, a word about what a national language spoken, written and thought, might do for the theatre in India. With the new awakening in social life the need of a common tongue is being increasingly felt. Much work is being done to hammer out a common linguistic medium. The day, when, it is accepted will be a great day for the Indian theatre, as it will be for all art in the country. But the theatre, because its life-blood is the spoken word, will gain most. With a common tongue, with a live national consciousness, the theatre will come to its own as a definite instrument of national unity, reflecting the national mind, interpreting the national heart and dreaming national dreams for the future. (*Punjab Inter., 1943*)

Precis. **The Future of the Indian Theatre**

Two things are to be considered when we think of the future of the Indian Theatre. The first is the rivalry of cinema. At one time it was thought that the cinema might oust the theatre. But now it is acknowledged that the stage must always be there as a feeder for the studio. Besides the great stage actors do not like the non-human technique of the cinema. On the other hand, its challenge might make the theatre rise even to greater heights. Secondly, the adoption of a national language may do much for the Indian theatre. Such a language is being formed. When adopted, it will enable the stage to keep the cause of national unity by dramatizing the national consciousness. (123 words)

12. *Reproduce in about 103 words the substance of the following passage, and suggest a suitable title for it.* (*P.U. Inter., 1944*)

Socrates had disciples, and the greatest of these was Plato. Plato wrote many books which have come down to us, and it is from these books that we know a great deal of his master, Socrates. Evidently governments do not like people who are always trying to find out things; they do not like the search for truth. The Athenian Government—this was just after the time of Pericles—did not like the methods of Socrates, and they held a trial and condemned him to death. They told him that if he promised to give up his discussions with people and changed his ways they would let him off. But he refused to do so and preferred the cup of poison, which brought him death, to giving up what he considered his duty. On the point of death almost he addressed his accusers and judges, the Athenians, and said :

"If you propose to acquit me on condition that I abandon my search for truth, I will say : I thank you, O Athenians, but I will obey God, who as I believe set me this task rather than you and so long as I have breath and strength I will never cease from my occupation with Philosophy. I will continue the practice of accosting whomever I meet and saying to him, 'Are you not ashamed of setting your heart on wealth and honours while you have no care for wisdom and truth and making your soul better ?' I know not what death is – it may be a good thing, and I am not afraid of it. But I do know that it is a bad thing to desert one's post and I prefer what may be good to what I know to be bad."

Precis.

How Socrates Died

Much is known about Socrates from the writings of his disciple, Plato. As all governments distrust the search for truth, the Athenian Government disliked Socrate's methods of seeking truth. They condemned him to death, offering to release him if he gave up his ways. But Socrates did not agree. Addressing the Athenian just before his death he said that God had set him the task of searching for truth, of accosting men and of persuading them to lead a higher life. He asserted that he was not afraid of death which might be a good thing whereas giving up his duty would be wrong. (104 words)

13. *All books are divisible into two classes the books of the hour and the books of all time.* Mark this distinction—it is not one of quality only. It is not merely the bad book that does not last, and the good one that does. *It is a distinction of species.* There are good books for the hour, and good ones for all time; bad books for the hour, and bad books for all time. I must define the two kinds before I go farther.

The good book for the hour, then—I do not speak of the bad ones—*is simply the useful or pleasant talk* of some person whom you cannot otherwise converse with, printed for you. Very useful often, telling you what you need to know; very pleasant often, as a sensible friend's present talk would be. These bright accounts of *travels*; good-humoured and witty *discussions of questions*; lively or pathetic *story-telling* in the form of novel; firm *fact-telling* by the real agents concerned in the events of passing history :—all these books of the hour, multiplying among us as education becomes more general, are *a peculiar possession of the present* age: we ought to be entirely thankful for them, and entirely ashamed of ourselves if we make no good use of them.

—*Ruskin*

Precis. **Two Classes of Books**

In Ruskin's opinion there are two classes of books—books of the hour and books of all time. The distinction is one of species as the books of the hour, like the books of all time, can be either good or bad. The good book of the hour is just pleasant talk printed—dealing with a travel or a discussion of contemporary problems or a story of contemporary history. It is necessary to read such books which are getting more and more popular.

14. Now except among very backward peoples, men have lost the desire to enslave one another ; yet they have not ceased trying to avoid, or at any rate to lighten work. In fact the more humane a race becomes, and the more men respect the rights and liberties of their fellowmen, the more they seem to wish to avoid drudgery so as to obtain time for more congenial work or for the occupation of leisure. With the development of machinery and the speeding up of the manufacture of all classes of goods, the hours of work have decreased. They are likely to decrease still more in the future.

Machines have, in fact, become the slaves of modern life. They do more and more the work that human beings do not want to do. Think for a moment of the extent to which machines do work for you. You wake, perhaps, to the hoot of a siren, emitted by a machine in a neighbouring factory. You glance at a machine by your bedside to make sure that the factory machine has the right time. You wash in water brought to you by the aid of machinery, heated by machinery and placed for convenience in basins made by machinery. If you are lucky enough to be in a modern school, you spend a part of your day in a school cinema, where a machine teaches you by one of the most pleasant methods, or listen to lessons broadcast by one of the most wonderful machines invented in modern times.

So dependent have men become on machines that a foreign writer of plays, Karel Capek, has in a play imagined a time when machines will have acquired a will of their own and become the masters of men, doomed once more to slavery.

(*a*) Give a suitable heading to the above passage.

(*b*) Summarize the passage above.

(*P. U. Inter, 1946*)

Precis. Machines in Modern Life

In civilized society men try more and more to lighten work and to avoid drudgery. With the development of machinery, the hours of work have decreased and production has increased. Machines serve us in all sorts of ways. They wake us up, keep time for us, and heat and convey water for us in which we wash. In a modern school, the school cinema teaches us and the school radio enables us to listen to lessons broadcast but as we are getting more and more dependent on machines, a day may come when we may become slaves to them.

15. I always find it a little difficult to know what to say, because the Press, like a great steam-engine, is a little sensitive in relation to itself. If the Press were not sensitive it would not have the sympathy of the public—it could not speak the voice of the nation. Those who would speak to journalists have only one safe course : they must adhere to certain principles. They must assert the potentiality of the Press, they must assert the responsibility of the Press, and, fourthly, they must assert in the strongest language possible that the British Press is the best and cleanest in the world. To all those four principles I give my conscientious adherence. I believe in the power of the Press. I believe in the potentiality of the Press even more. I believe even more in the responsibility of the Press ; and I believe most of all that the British Press is the best and cleanest in the world. But I am not quite sure that that covers the whole ground. There are two other things to be observed. One is (and it is no new one) the enormous monopoly which is now exercised by the Press. The great daily newspapers have such a monopoly, owing to the enormous cost of founding new ones, which is obvious to you all. I do not know what the cost is, but I have heard it put at from a half to three-quarters of a million, and even then with different chances of success. Owing to the monopoly which is possessed and exercised by the principal daily newspapers of this country, their responsibility is greater than that of the newspaper of forty or fifty years ago.

Secondly, I would point out the great development of the Press. As far as I have been able to trace the origin of the Press, it dates from the threat of the Spanish Armada in 1588. It was then a mere fly-sheet, but it showed what was necessary or interesting to the people of this country. Now, every day journalists produce, not a newspaper, but a library, a huge production of information and knowledge upon every kind of subject.

Precis. **The Power and Responsibility of the Press**

Speaking of the Press the Earl of Rosebery remarked that the Press was sensitive, so public men must speak of the power, potentiality and responsibility of the Press and assert emphatically that the British Press was the best. The speaker himself believed in all these things. But he would like to make two other points. Firstly as the great newspapers enjoyed a kind of monopoly—it being extremely difficult to start a newspaper—their responsibility was great. Secondly, there had been a great development of the Press since early days, a modern newspaper being almost a library of knowledge and information. (about 105 words)

[**Note**. As a part of the passage is just repetition, the summary is smaller than one-third of it].

16. The rain had fallen, the Poet arose,
He passed by the town and out of the street,
A light wind blew from the gates of the sun,
And waves of shadow went over the wheat;
And he sat him down in a lonely place,
And chanted a melody loud and sweet,
That made the wild swan pause in her cloud,
And the lark drop down at his feet.

The swallow stopt as he hunted the bee,
The snake slipt under a spray,
The wild hawk stood with the down on his beak,
And stared, with his foot on the prey;
And the nightingale thought, "I have sung many songs,
But never a one so gay,
For he sings of what the world will be
When the years have died away." —*Lord Tennyson*

Precis. What the Poet Sang

After the rain when Nature was beautiful the poet went out of the town to a solitary place and sang a wonderful song. The wild swan, the lark, the swallow, the snake, the hawk, all were amazed to hear his sweet melody. Even the nightingale thought that the poet surpassed her because he prophetically sang of the distant golden future of humanity.

[**Note.** Here, mere counting of words will not do, for a passage of verse is more condensed than a passage of prose, and so, cannot be summarized very briefly. You have to see that though you omit non-essential details, you do not stint words in trying to bring out fully the meaning of the poem.]

17. Fatehpur is less than four hundred years old, and, so far ast he principal buildings are concerned, it is in a state of perfect preservation. The red sandstone which Akbar used in the building of his city is a hard, weather-resisting rock. The sculpture, the mouldings are still clean-edged and sharp. There has been no blurring of outlines, no crumbling, no leprous decay. Akbar's red city stands to-day in the condition in which he left it—and stands empty, untenanted even by the monkeys which inhabit so many of India's deserted palaces and temples.

To those whom the dry and sterile elegance of Shah Jehan's Agra has left unsatisfied, the architecture of Fatehpur Sikri will seem refreshing. For the greatest of the alien Mohammedan emperors was a patron of the indigenous Hindu art of India, and the architecture of his capital is marked by something of the genuine Hindu vigour and wealth of imagination. The *tiwan* or covered portion of the Mosque is particularly fine. It is divided up into three square chambers, in line and communicating; and the characteristically Hindu ceilings of these chambers are supported by a number of very tall Hindu columns. The building is superb in proportion and detail, and is certainly one of the finest pieces of interior architecture on a large scale to be seen in Upper India. And yet, such is the prestige of expensive material that poor uninteresting buildings, wholly lacking in grandeur or originality, like the Pearl Mosque at Agra, the pavilions by the lake at Ajmer, are much more widely celebrated. They are of marble : Fatehpur is only of sandstone.

—*Aldous Huxley*

Precis. **Fatehpur Sikri**

Less than four hundred years old, the main buildings of Fatehpur, built as they are of red sandstone, are almost intact. Even the decorations are yet sharp and clear, although nothing lives here any more. The architecture too compares favourably with that of Shah Jehan's Agra, for, Akbar patronized the vigorous and imaginative Hindu art. Particularly fine is the covered portion of the Mosque with its Hindu ceiling and pillars. Unfortunately Fatehpur being built of inexpensive sandstone is not so well-known as other pieces of architecture made of expensive marble. (90 words)

[**Note.** The famous pieces of architecture mentioned towards the end of the passage are not mentioned again in the precis, as they are only unimportant examples.]

EXERCISE

Make a precis of the following long paragraphs :—

1. "By its very nature, the Government of India's interim budget for 1952-53 could contain no surprises. Yet the Finance Minister's studied evasion of export problems will confound many observers. Last year Mr. Deshmukh justified a substantial increase in export duties on the ground that the State must legitimately mop up the extra profits accruing to shippers. Now he confesses to a fall in the demand for principal exports but ignores the fact that oversea buyers resist the impact of export duties. If his object is to make the weight of stocks felt on internal prices that can be achieved only at the cost of exports. On the other hand, if exports are to be boosted, conditions must be created for favourable prices. Unfortunately, this issue is evaded and simultaneously Mr. Deshmukh fears that customs receipts will fall by Rs. 42 crores on the basis of existing duties. It is true that the export du[illegible] on

hessian has been halved, but that can hardly account for the heavy drop. Can it be that the Finance Minister wants to postpone the evil day? That Mr. Deshmukh was over-subtle is obvious from his estimation of an overall deficit of Rs. 56 crores without taking into account a saving of Rs. 15 crores on food subsidies."

2. "While it would be a truism to say that the general level of prosperity of the majority of persons engaged in (film) industry has gone up, there is no doubt that to the smaller body of producers—a group—the expansion of the industry has brought little relief but many regrets. Yet such is the glamour of quick and substantial returns which a comparatively small number of producers can secure as a result of the success of their productions that the industry has shown no sign of suffering from lack of new *entrepreneurs* who are prepared to gamble for high stakes, often at the cost of both the taste of the public and the prosperity of the industry. In the process many of them lose their own private fortunes in a substantial measure, make the general public pay to see pictures which not only discredit their intelligence but also enhance their reputation for credulity and submission to make believe, and leave the industry unwept, unhonoured and unsung. The film world in India, however, is none-the-wiser for this experience nor any the more enlightened and the tragic spectacle of unsuccessful producers coming in and going out of the industry continues, and the people in the business both inside and outside the industry suffer this entrance and exit in deep, silent but ineffective and helpless disdain."

(*Film Enquiry Committee Report*)

3. In looking at our age, I am struck, immediately, with one commanding characteristic, and that is the tendency in all its movements to expansion, to diffusion, to universality. This tendency is directly opposed to the spirit of exclusiveness, restriction, narrowness, monopoly, which has prevailed in past ages. Human action is now freer, more unconfined. All goods, advantages, helps, are more open to all. The privileged petted individual is becoming less and the human race are becoming more.

The multitude is rising from the dust. We are looking, as never before through the disguises, envelopments of rank and classes, to the common nature which is below them. The grand idea of humanity, of the importance of man as man, is spreading silently, but surely. A consciousness of it is gradually seizing on the public mind. Even the most object portions of society are visited by some dreams of a better conditions for which they were designed. The grand doctrine that every human being should have the means of self-culture, of progress in knowledge and virtue of health, comfort and happiness, of exercising the powers and affections of a man ; this is slowly taking place as the highest social truth. That the world was made for all and not for a few ; that society is to care for all ; that no human being should perish but through his own fault ; that the great end of human government is to spread a shield over the rights of all ; these propositions are growing into axioms and the spirit of them is coming forth in all the departments of life.

4 The principle of democracy is that all persons who are fit to perform the duties of citizens should have a share in the direction of the State. In ancient communities the scope of this principle was limited by distinctions of blood ; thus, a child born at Athens did not become a citizen unless it was the child of a citizen. Modern democracy extends the right of citizenship to all natives of a certain territory, provided they obey the laws and pay taxes, if required.

Several reasons may be given for referring questions regarding the State to the whole body of its subjects. No individual or class is fit to exercise uncontrolled power. The members of a Government are not likely to understand their business thoroughly unless they are compelled to go out among the people, to study the popular mind, and even to defer a little to popular prejudices. Again, by consulting the people we secure their active co-operation in the work of Government. Discipline is best maintained among intelligent men by avoiding arbitrary methods, and by leading them to exercise their own judgment and sense of right. It is also to be observed that the general community forms a tribunal to which we can appeal against the selfish and sectional interests which may seek to prevail against the general good. At the same time we must not forget that selfish interests may be so combined as to command a majority, and so the principle of democracy may be perverted to wrong purposes.

Make a precis of each of the following passages in about one-third its length.

(*Unless otherwise stated these passages are taken from the question papers set in different Indian universities.*)

5. The name of Benjamin Franklin is the most distinguished to be found in the annals of self-education. We are in possession of abundant information as to the methods by which he contrived to surmount the many disadvantages of his original condition; to raise himself from the lowest poverty and obscurity to affluence and distinction; and above all in the absence of instructors and ordinary helps to the acquisition of knowledge, to enrich himself so plentifully with the treasure of literature and science, as not only to be enabled to derive from that source the chief happiness of life, but to succeed in placing himself high among the most famous writers and philosophers of his time.

[**Hints**. Quite a simple passage, although it contains a few long words. It tells us that we know how Benjamin Franklin made himself rich, distinguished and learned from a condition of poverty and obscurity without any help from the usual sources. A title should be added to the precis.]

6. I sit with all the windows and the doors wide open, and I am regaled with the scent of every flower, in a garden as full of flowers as I have known how to make it. We keep no bees; but if I lived in a hive, I should hardly hear more of their music. All the sounds that Nature utters are delightful at least in this country. I should not perhaps find the roaring of lions in Africa or of bears in Russia, very pleasing: but I know no beast in England whose voice I do not count musical, save and

except always the braying of an ass. The notes of all our birds and fowls please me without one exception. I should not indeed think of keeping a goose in a cage, that I might hang him up in the parlour for the sake of his melody ; but a goose upon a common, or in a farm-yard, is no bad performer ; and as to insects, if the black beetle and beetles indeed of all hues, will keep out of my way, I have no objection to any of the rest ; on the contrary in whatever key they sing from the gnat's fine treble to the bass of the humble-bee, I admire them all.

[**Hints.** Another simple passage. As the passage is in the first person the precis should be in the third. We should begin thus : "The speaker tells us how etc." The past tense need not be used as the speaker is telling us things that are habitual with him. In this passage he tells us how he likes all the sounds of nature in England with a few exceptions. The title may be, "The speaker's love of the sounds of Nature".]

7. Among the artists that had been allured into the happy valley, to labour for the accommodation and pleasure of its inhabitants, was a man eminent for his knowledge of the mechanic powers, who had contrived many engines both of use and recreation. By a wheel, which the stream turned, he forced the water into a tower whence it was distributed to all the apartments of the place. He erected a pavilion in the garden, around which he kept the air always cool by artificial showers. One of these groves, appropriated to the ladies, was ventilated by fans, to which the rivulet that ran through it gave a constant motion ; and instruments of soft music were placed at proper distances, of which some played by the impulse of the wind, and some by the power of the stream.

The artist was sometimes visited by Rasseles, who was pleased with every kind of knowledge, imagining that the time would come, when all his acquisitions should be of use to him in the open world. He came one day to amuse himself in his usual manner and found the master busy in building a sailing chariot ; he saw that the design was practicable upon a level surface and with expressions of great esteem solicited its completion. The workman was pleased to find himself so much regarded by the prince, and resolved to gain yet higher honours. "Sir," said he, "you have seen but a small part of what the mechanic sciences can perform. I have been long of opinion, that instead of the tardy conveyance of ships and chariots, men might use the swifter migration of wings; that the fields of which are open to knowledge, and that only ignorance and idleness need walk upon the ground".

[**Hints.** In the first paragraph we find an account of the various inventions of the mechanic. In the second paragraph we find Rasseles's eagerness to learn these things, and the artist's communication to him of the possibility of travelling in the air. This is quite a simple passage. There should be only one paragraph for the precis. A title can be easily suggested.]

8. The stars are a world like ours. Some of them less; many of them a million times greater and some of the least sparkles that you see are not only worlds, but whole clusters of worlds turning about each other in the midst of space. We do not know what there may be in any one of them. Perhaps we may find there the answers to all our difficulties or the cure of all our sufferings; and yet we can never reach them; not all the skill of the craftiest of men can fit out a ship for the nearest of these our neighbours, nor would life of the most aged suffice for such a journey. When a great battle has been lost or a dear friend is dead, when we are depressed or in the high spirit there they are unweariedly shining overhead. We may stand down here a whole army of us together, and shout till we break our hearts, and not a whisper reaches them.

[**Hints.** Although written in the first person, since the passage is not taken from a speech we need not use the third person in the precis. The title of the precis may be "The stars above us."]

9. In India we still cherish in our memory the tradition of the forest colonies of great teachers. These places were neither schools nor monasteries in the modern sense

of the word. They consisted of homes where with their families lived men whose object was to see the world in God and to realize their own life in Him. Though they lived outside society, yet they were to society what the sun is to the planets, the centre from which it received its life and light. And here boys grew up in an intimate vision of eternal life before they were thought fit to enter the state of the householder.

Thus in ancient India the school was there where was the life itself. There the students were brought up, not in the academic atmosphere of scholarship and learning, or in the maimed life of monastic seclusion, but in the atmosphere of living aspiration. They took the cattle to pasture, collected firewood, gathered fruits, cultivated kindness to all creatures, and grew in their spirit with their own teacher's spiritual growth. This was possible because the primary object of these places was not teaching but giving shelter to those who lived their life in God.

That this traditional relationship of the masters and disciples is not a mere romantic fiction is proved by the relic we still possess of the indigenous system of education. These *chatuspathis* which is the Sanskrit name for the university, have not the savour of the school about them. The students live in their master's home like the children of the house, without having to pay for their board and lodging or tuition. The teacher persecutes his own study, living a life of simplicity, and helping the students in their lessons as a part of his life and not his profession.

[**Hints.** A longish passage. The first paragraph describes the forest schools of ancient India and their relation to society. The second paragraph distinguishes this system of education from the other systems and points out its effect on students. The third paragraph describes the *chatuspathis* which we still have and shows how they are modelled on the ancient Indian system. The precis should be of one paragraph.]

10. It was late in the dusk of evening when Tom Walker reached the old fort, and he paused there awhil rest himself. Anyone but they would have felt unw

to linger in this lonely melancholy place, for the common people had a sad opinion of it, from the stories handed down from the time of the Indian (Red Indian) wars; when it was asserted that the savages held incantations here, and made sacrifices to the evil spirits.

Tom Walker, however, was not a man to be troubled with any fears of this kind. He reposed himself for some time on the trunk of a fallen hemlock, listening to the boding cry of the tree toad and delving with his walking staff into a mound of black mould at his feet. As he turned up the soil unconsciously, his staff struck against something hard. He raked it out of the vegetable mould, and lo! a cloven skull, with an Indian tomahawk buried deep in it, lay before him. The rust on the weapon showed the time that had elapsed since this death-blow had been given. It was a dreary momento of the fierce struggle that had taken place in this last foothold of the Indian warriors.

"Humph!" said Tom Walker, as he gave it a kick to shake the dirt from it.

"Let that skull alone!" said a gruff voice. Tom lifted up his eyes, and beheld a great black man seated directly opposite him on the stump of a tree. He was exceedingly surprised, having neither heard nor seen any one approach; and he was still more preplexed on observing, as well as the gathering gloom would permit, that the stranger was neither negro nor Indian. —*Washington Irving*

[**Hints.** The passage is the beginning of an interesting story. It should offer no special difficulty. The chief thing to keep in mind is that you should be able to select judiciously the interesting details of which the passage is full. If you can retain in the precis something of the interest of the original story, so much the better.]

11. The family, like the house in which they live, needs be kept in repair, lest some little rift in the walls should appear and let in the wind and the rain. The happiness of a family depends very much on attention to little things. Order, comfort, regularity, cheerfulness, good [illegible], pleasant conversation—these are the ornaments of [illegible] life deprived of which it degenerates into a wearisome

routine. There must be light in the dwelling and brightness and pure spirits and cheerful smiles. Home is not usually the place of toil, but the place to which we return and rest from our labours; in which parents and children meet together and pass a careless and joyful hour. To have nothing to say to others at such times, in any rank of life, is a very unfortunate temper of mind and many perhaps be regarded as a serious fault; at any rate it makes the house vacant and joyless.

[**Hints.** Here is a reflective passage. The precis should not be too brief, for, in that case, several important ideas may be left out. We are told in this passage what makes for happiness in the family. Little things should be attended to. There should be cheerfulness and happy companionship.]

12. Simply to accumulate money that you are never to use is, from the intellectual point of view, as stupid an operation as can be imagined. In places where much money is made we easily acquire a positive disgust for it, and the curate seems the most distinguished gentleman in the community, with his old black coat and his seventy pounds a year. Our happiest hours have been spent with poor scholars and artists and men of science, whose words remain in the memory and make us rich indeed. And yet the real truth is that money is the strong protector of the intellectual life. The student sits and studies, too often despising the power that shelters him from the wintry night, that gives him lamps and books and fire. For money is simply the accumulated labour of the past, guarding our peace like some mighty fortress-wall within which men follow the most peaceful avocations. The art is to use money so that it shall be the protector and not the scatterer of our time, the bodyguard of the sovereign Intellect and Will.

[**Hints.** Another reflective passage. It is on the use and abuse of money. Mere accumulation of money is foolish. So is the lavish spending of money on useless things. Money should be used so that it may protect [illegible] intellect and will of man and enable him to carry on [illegible] higher functions.]

13. Accustom yourself not to depend chiefly on others, but to make decisions of your own ; to consider deliberately each practical question that arises, and then come to a positive determination on it, if that be possible. Every instance in which you say resolutely 'No' ! to a seductive temptation ; every time that you say firmly 'Yes' ! to the call of self-denying duty ; every time that you resist the urgency of the inclination that would deter you from an arduous course of action ; every time that in the midst of perplexities you can so concentrate your force of mind as to decide on the thing to be done without vacillation or delay, you will have gained something in true executive power. Without the faculty of deciding with due promptness, and of adhering firmly to your decisions when they have been made, it will be vain to expect that you will act in life with much success.

[**Hints.** This passage explains how we can attain success in life by acting promptly and firmly. We must be able to make up our minds without hesitation and to resist temptations when they come. In this way we strengthen our will and develop our power of action.]

14. St. Francis was born in the romantic town of Assisi, of family, the Bernardini, engaged in trade. His birth took place while his father was on a mercantile journey in France ; on his return his new born son was baptized by the name of Francis. His mother, Picca, loved him with all a mother's tenderness for her first born. He received the earliest rudiments of instruction from the clergy of the parish of St. George ; he was soon taken to assist his father in his trade. The father, a hard, money-making man, was shocked at first by the vanity and prodigality of his son. The young Francis gave banquets to his juvenile friends, dressed splendidly and the streets of Assisi rang with the songs and revels of the joyous crew : but even then his bounty to the poor formed a large part of his generous wastefulness. He was taken captive in one of the petty wars which had broken out between Perugia and Assisi, and remained a whole year in prison. He was then seized with a violent illness : when he rose from his bed nature [illegible] cold and dreary ; he began to feel disgust to the

world. The stirrings of some great but yet undefined purpose were already awake within him. He began to see visions, but as yet they were of war and glory: the soldier was not dead in his heart. He was determined to follow the fortunes of a youthful poor knight who was setting out to fight under the banner of the "Gentle Count," Walter of Brienne, against the hated Germans. At Spoleto he again fell ill, his feverish visions took another turn. Francis now felt upon him that profound religious thraldom which he was never to break, never to desire to break. His whole soul became deliberately, calmly, ecstatic faith. He began to talk mysteriously of his future bride—that bride was Poverty. He resolved never to refuse alms to a poor person. He found his way to Rome, threw down all he possessed, no costly offering, on the altar of St. Peter. On his return he joined a troop of beggars, and exchanged his dress for the rags of the filthiest among them. —*Henry Hart Milman*

[**Hints**. A clear, well-arranged passage, giving us, stage by stage, the life of St. Francis until he renounced the world. The different stages in his career—birth, his extravagant youth, soldiership and conversion are to be clearly indicated in the precis.]

15. "Now," said Wardle, after a substantial lunch, with the agreeable items of strong beer and cherry-brandy, had been done ample justice to; "what say you to an hour on the ice? We shall have plenty of time."

"Capital!" said Mr. Benjamin Allen.

"Prime!" ejaculated Mr. Bob Sawyer.

"You skait, of course, Winkle?" said Wardle.

"Ye—yes; oh, yes;" replied Mr. Winkle. "I-I-am rather out of practice."

"Oh, do skait, Mr. Winkle," said Arabella, "I like to see it so much."

"Oh, it is so graceful," said an other young lady.

A third young lady said it was elegant, and a fourth expressed her opinion that it was "swan-like."

"I should be very happy, I'm sure," said Mr. [illegible] reddening ; "but I have no skaits."

This objection was at once overruled. Trundle had got a couple of pair, and the fat boy announced that there were half a dozen more, downstairs, whereat Mr. Winkle expressed exquisite delight, and looked exquisitely uncomfortable. —*Charles Dickens : Pickwick Papers*

[**Hints.** Skaits-Skates. Skating on the ice is a favourite pastime of young people in England in winter. The point of the passage is that Mr. Winkle who is supposed to be very good at sports of all kinds, is really a fraud. Hence he feels so uncomfortable at the proposal. You should try to bring out this point in your precis. You must also bear in mind our instructions regarding the use of third person and past tense for summarising a passage of this kind.]

16. Oliver Twist and his companions suffered the tortures of slow starvation for three months. At last they got so voracious and wild with hunger, that one boy, who was tall for his age, and hadn't been used to that sort of thing (for his father had kept a small cook's shop), hinted darkly to his companions, that unless he had another basin of gruel per diem, he was afraid he might some night happen to eat the boy who slept next him, who happened to be a weakly youth of tender age He had a wild, hungry eye ; and they implicitly believed him. A council was held ; lots were cast who should walk up to the master after supper that evening and ask for more ; and it fell to Oliver Twist.

The evening arrived, the boys took their places. The master, in his cook's uniform, stationed himself at the copper ; his pauper assistants ranged themselves behind him ; the gruel was served out ; and a long grace was said over the short commons. The gruel disappeared ; the boys whispered to each other, and winked at Oliver ; while his next neighbours nudged him. Child as he was, he was desperate with hunger, and reckless with misery. He rose from the table ; and advancing to the master, basin and spoon in hand, said, somewhat alarmed at his own temerity :

"Please, sir, I want some more."

The master was a fat healthy man ; but he turned very pale. He gazed in stupefied astonishment on the small rebel for some seconds ; and then clung for support to the copper. The assistants were paralysed with wonder, the boys with fear.

"What !" said the master at length, in a faint voice.

"Please, sir," replied Oliver, "I want some more."

The master aimed a blow at Oliver's head with the ladle, pinioned him in his arms, and shrieked aloud for the beadle. —*Charles Dickens : Oliver Twist*

[**Hints.** Another passage from the same writer—Dickens. Oliver Twist was an orphan. He was housed and fed in a working house (where the destitute were kept) along with other boys. Each boy was given a small basin of gruel for every meal, and it was very insufficient for them. In summarising this passage you have to keep in mind the rules regarding the use of the third person and indirect narration.]

Make a precis of each of the following passages in about one-third its length. A suitable title should be given in each case :—

17. At Jaipur we were fortunate in having an introduction to one of the great thakurs of the State. He was a mighty landholder, the owner of twenty villages with populations ranging from five hundred to as many thousands, a feudal lord who paid for his fief (until, a year or two ago, a somewhat simpler and more modern system of tenure was introduced) by contributing to the State army one hundred and fifty armed and mounted men. This nobleman was kind enough to place his elephant at our disposal.

It was a superb and particularly lofty specimen, with gold-mounted tusks ; ate two hundred weight of food a day and must have cost at least six hundred a year to keep. An expensive pet. But for a man in the thakur's position— we gathered, indispensable, a necessity. Pachyde[illegible] Rajasthan are what glass coaches were in Europe a [illegible] and a half ago—essential luxuries. —*Aldo*[illegible]

18. When a boy finished his education, I would have him bear in his memory a stock of songs which should cheer his toil for life—songs full of attraction towards everything around him literally filling his hours with love for his home, making him believe it to be, however humble, the happiest and most sacred spot on earth, love of the very earth itself which submits to his rude handling and repays the labour of his hands and the sweat of his brow by filling his arm with the teeming abundance of its womb—love of the various domestic creatures that look up to him for their subsistence—love for nature in every form, making him always appear to him fair, whether it be in the storm or in the gloom of water or in bloom of summer, always the same, glowing and joyful : but however bright, ever showing him, leaning ever upon him, the face of a gracious and bountiful God.

19. The beauty of the country was always delightful to me. Even as I strolled about birds'-nesting, the freshness of early morning, the sun coming up the sky, filling it with all lovely colours and with heavenly cheerfulness, the bright dew-drops hanging on every bush, and scattered glittering over the young grass, the sweet odour of leaves and flowers ; the roses and jasmines coming out in their own time—filled me with a speechless job. The aspect of dark woods and waters ; the tall trees with their deep sighing sound, the cries and appearance of all sorts of birds and little wild animals ; those were the things that ikndled my imagination, and led me often many miles from home. But when I go into the Peak, I could not sleep for joy and wonder, such mighty towering rock ! covered with hanging thickets and woods ! such clear swift rivers rushing along beneath them ; such wild high hills and far-stretching uplands ! such mighty ranges, as it appeared to me, of dark forests ! I was never tired of gazing on them.

20. Should you be so unfortunate as to suppose you are a genius, and that "things will come to you," it would [illegible] well to undeceive yourself as soon as possible. Make [illegible] your mind that industry must be the price of all you [illegible] and at once begin to pay down. "Diligence in

employment of less consequence is the most successful introduction to greater enterprise." It is a matter of unaffected amazement to see what industry will accomplish. We are astonished at the volumes which the men of former ages used to write. But the term "industry" is the key to the whole secret. He that shall walk with vigour three hours a day, will pass in seven years space equal to the circumference of the globe.

21. It will generally be found that the more a man really appreciates and admires the soul of another people, the less he will attempt to imitate it ; he will be conscious that there is something in it too deep and too unmanageable to imitate. The Englishman who has a fancy for France will try to be French ; the Englishman who admires France will remain obstinately English. This is to be particularly noticed in the case of our relations with the French, because it is one of the outstanding peculiarities of the French that their vices are all on the surface, and their extraordinary virtues concealed. One might almost say that their vices are the flower of their virtues. Thus their obscurity is the expression of their passionate love of dragging all things into the light. The avarice of their peasants means the independence of their peasants. What the English call their rudeness in the streets is a phase of their social equality. Of all countries, therefore, France is the worst country for a superficial fool to admire. Let a fool hate France ; if the fool loves it he will soon be a knave. He will certainly admire it, not only for the things that are not creditable, but actually for the things that are not there. He will admire the grace and indolence of the most industrious people in the world. He will admire the romance and fantasy of the most determinedly respectable and commonplace people in the world. This mistake the Englishman will make if he admires France too hastily ; but the mistake that he makes about France will be slight compared with the mistakes that he makes about himself.

22. Modern machinery not only dispenses more [illegible] more with the need for either physical strength or m[illegible] skill, but also goes further towards the positive di[illegible]

ment of labour. If a machine can be made as skilful as a man and as powerful as the combined labour of many men, the number of workers required for putting a given quantity of energy in motion can be reduced to a mere fraction of what it used to be. Anyone who visits for example, a modern flour mill will see how far this sheer elimination of labour can be pushed in an industry readily amenable to mechanization.

Bring the grain alongside the wharf in the ship that has carried from overseas. Stick a long pipe, equipped with powerful suction, into the ship's hold and with it suck the grain up to the top storey of the mill.

Have the mill filled with automatic machines which separate, grind, sort and grade the grain, now becoming flour, as it descends automatically from floor to floor, until it is packed automatically into sacks and dropped into lorries which will bear it away to wherever it is wanted. In all this sequence of processes no human hand need touch the grain or even the machines that are at work upon it. There is no labour at all left save that of a few cranemen, a few mechanics to oil the machines and keep them in order, and perhaps a worker or two with broom and swab, looking strangely out of place, to keep the mill swept and granished. This is an extreme instance, but it is the end towards which all mechanized industry seems to be moving by an irresistible momentum. To replace and amplify man's physical strength, to replace and improve upon man's manual skill—these are not enough. The end of industrialism is to make the worker a merely incidental and rarer attendant upon the machine. *G.D.H. Cole*

23. The machine serves as a substitute for skill and dexterity of the human worker. It carries out automatically and with a constantly improving accuracy countless jobs which had previously to be done by repetition workers whom only long practice could make perfect. By this means the required period of training for work of this [illegible] is immensely shortened, and unskilled labour becomes [illegible] more readily interchangeable from one mechanical task to another. At the same time, as machines grow more [illegible] and complicated, they can be used more and more

to replace not merely human dexterity but the superior and more painfully acquired skill of the trained craftsman. For example, in the making of machines—improvements in the processes of casting iron have eliminated a large part of the old skill not only of moulders in sand and pattern makers in wood but also of fitters and turners in the later processes of machining and adjustment. Skilled labour does not cease to be needed in some branches of engineering work, such as tool making, and the repairing of machinery. There may be a call for even higher skill than before. But in every highly mechanised industry the proportion of highly skilled work to the total volume of employment is beig greatly and swiftly diminished. Nor is the machine content to stop short at the processes of production. It invades the office and the counting house as well. The typewriter and the calculating machine have revolutionized the work of the clerical and administrative departments of modern business; and even the private home—last resort of the old manual drudger—can be revolutionized as well, as soon as the supply of domestic servants the unpaid labour of working class housewives ceases to be available. *G.D.H. Cole*

24. Sir Frederick Handley Page chose an eminently topical theme for his presidential address to the Institute of Transport yesterday. What he asked, is the significance for the commercial operator of the immense technical developments of flight during the past six years? In answering his question he ruled out inventions which have facilitated flights at speed or heights not at present commercially profitable. More immediate significance can be found in the gas-turbine with its reduced fuel consumption and its greater freedom from vibration, in the tailless aircraft, which simplifies the loading and unloading both of passengers and of goods, and in the development of radio-location. Improvements in safety and the greater public familiarity with air travel will overcome the psychological resistance to a mode of transport wh[illegible] seemed novel a generation ago.

In spite of the production of the heavy bomb[illegible] Frederick Handley Page does not expect any gre[illegible] of cargo to the aeroplane. The economic balance is enormously in favour of sea transport especially over long distances, and Britain has by no means lost the advantages secured by her key position on the main seaways of the world. On the other hand passenger costs by air are now almost competitive with first-class fares by sea; and the skimming of the cream of this traffic will probably set a term to the construction of the record-breaking ocean liner. Air transport will also help to create its own traffic; for the speed of air travel invites personal contacts which were out of the question a few years ago. But Sir Frederick Handley Page rejects the suggestion that the new means of transport will be available only to the well-to-do, and looks forward to the "holiday" aeroplane accessible to travellers of moderate means. If this hope is realized, the social effects of air transport will be profound. —*The Times*. Oct. 9, 1945

25. In his speech at Bombay Sir John Abercromble warned European Association members that whatever party was in power there would be enhanced taxation. His words deserve to be marked in other provinces. Not much can be done by retrenchment, nor can the Central Government be looked upon as an unfailing fairy godmother. Before reigning the Cooper Cabinet published a White Paper outlining its taxation proposal, which may be a model for the Congress Ministers. It planned to raise Rs. 133 lakhs by a sales tax yielding a crore of rupees, an extension of the electricity duty (15 lakhs), an increase in the tax on betting (6 lakhs), an impost on money-lenders and newspaper competitions (5 lakhs), and a further entertainments tax giving 2 lakhs. Bombay thus had a sharp reminder that, having secured democracy, it had to pay for it. Other provinces are not likely to escape this experience. Without denying the reasonableness of Governments looking for additional resources they will however hope that Ministers will remember that the pace [illegible]omic recovery in India is halting and will moderate [illegible]ls accordingly. Pandit Govind Vallabh Pant [illegible] have told a public meeting that by over [illegible]dustry the Government would not be helping

labour, for this might lead to the closing of factories and to unemployment. That was a welcome statement by the United Provinces' Premier. No one will feel rancour at fair proposals that aquitably distribute any taxation that may be imposed to raise the masses' standard of living. Like Atlas and the heavens, the cultivator bears India's prosperity on his shoulders and that which make his circumstances easier, benefits the whole country.

26. London, Sep. 12, 1946—German prisoners of war in Britain are to be repatriated at the rate of 15,000 monthly compared with the present rate of about 3,000 as from the end of September.

The first batch of about 8,000 is expected to reach Germany in the middle of October. Priority will be given to those who have shown a positive democratic attitude and those likely to be useful in the rehabilitation of Germany, it is officially announced. After that the general rule will be the length of time spent in captivity.

A degree of priority will also be given to men with industrial or other qualifications particularly needed in Germany and to men in whose cases there are exceptional compassionate circumstances.

"The Government intends to announce very shortly certain improvements in the conditions for the prisoners of war engaged on work of national importance and who are awaiting repatriation" continues the statement which was issued from the Prime Minister's official residence.

—*Reuter.*

27. The marriage of Shahjahan to the lady named Arjumand Bano Begam, and entitled Nawab Aliya Begam, or alternatively Mumtaz Mahal, 'the ornament of the palace,' has been mentioned as having been the main reason determining the adhesion of her father [illegible] Khan, the richest and most powerful noble in the makes [illegible] cause of Shahjahan and his consequent [illegible] sister the dowager empress Nurjahan, [illegible]ed. In [illegible] Jahangir and mother-in-law of Prince S[illegible] carel[illegible] marriage which had taken place in the ye[illegible] par[illegible] Prince Khurram (Shahjahan) was twenty ye[illegible]

been successful to a degree rare in polygamous households. The prince had two children born to him by an earlier consort. His remaining children, fourteen in number, eight sons and six daughters, were all born to him by Mumtaz Mahal between the years 1613 and 1631. Husband and wife were devotedly attached to each other and during her lifetime nothing is heard of the scandalous licentiousness which dishonoured Shahjahan's later years. All the four sons who contested the throne in 1568 were her offspring, as were the two daughters, Jahanara and Roshan Rai (Roshanara), who respectively supported the causes of Dara Shikoh and Aurangzeb.

In June, 1631 Mumtaz Mahal died in childbirth at Burhanpur, at the age of thirty-nine. Her body was interred there temporarily, and after six months, when her mourning husband quitted Deccan, was transferred to Agra, where it was placed in a provisional sepulchre in the gardens of the Taj, unrivalled monument to her memory, which Shahjahan began in 1633.

Little is known of the personal character of Mumtaz Mahal. She must have possessed uncommon charm to be able to secure for so many years her husband's errant affections, and to merit a memorial such as no other lady in the world has ever won. She appears to have been a devout Muslim, as most of the ladies of the imperial family were.

—*Vincent Smith*

28. The reign of Asoka presents in perfection all the conditions favourable to the development of notable schools of art and literature. It may be that art had flourished almost in equal measure under the rule of his father Bindusara and his grandfather Chandragupta. In fact, there are substantial grounds for believing that buildings of exceptional magnificence were erected in the time of the first [illegible] emperor. Splendid architecture necessarily however [illegible] successful cultivation of sculpture, painting, [illegible] decorative arts. Greek testimony declares that [illegible] Chandragupta surpassed the royal abodes of [illegible] records some details of the rich ornaments of. [illegible] But the whole has vanished, and there is [illegible] expect or hope that the excavations at

Taxila and Pataliputra begun in 1913 will reveal much art
work of the time of the early Maurya Kings preserved well
enough to furnish material for satisfactory aesthetic
criticism. The principal reason is that, so far as our
present knowledge extends the great edifices built by
Asoka's predecessors were constructed mainly of perishable
wood, just as the ir ve icent structures at Mandalay were
constructed by t the Burmese sovereigns. In the time
of Chandragup nly an and his son, bricks and stone
seem to have b chiefly for the foundations and
plinths of timbe oks as will ures. Wooden architecture
implies the exe n and wome of the decorative features
in material equ ien disease attac Unless the progress of
exploration sh ing to a higher expected treasure of
early Maurya n ought to be somethi terra-cotta material
for the history She ought to be ab R not of Chandragupta
and Bindusara sickness, but also reat be his. The general
use of stone in this part of her atorely d sculpture, and
decoration c r there cannot we he's cong of Asoka, who
was influenc en an educated mar hed a . I do not
either asser onverse with her husb strikin f Asoka the
art of buil kery and servants' wag sian one in India,
or that duties is the education Golde Palm perishable
material heir mind is most am mment valt previous
to his re hole future life to a la d its Gith ch rarely and
sparingly it receives in its chi, silent elves ; t. When
Megasthen this first was the scene of and c ded by a
wooden pal ignorant mother his dec t astl thin the
city, and ma. (*Inter Services W* the Asoka.
Smith

lea for Wo fte co will

29. India can [illegible] etra t a-
conduce to the prosp cces nd wled s
mic freedom of Great Britain neg to
India, or an India, an este eno s,
share her sorrows, to take part nate
her misfortunes ? etive water makes man
Yes, if need be, but at her an give ded. In
side with Britain, not for the exploita d carel
or a single human being on earth, but par
ably for the good of the whole world. In

for my country, believe me, I can possibly help it, I do
not want that freedom in order that I, belonging to a
nation which counts one-fifth of the human race, may
exploit any other race upon earth, or any single individual.
If I want that freedom for my c and ry, I would not be
deserving of that freedom if I did nich otrish and treasure
the equal right of every other race, candalor strong, to the
same freedom. And so I said, s later ylf, whilst I was
nearing the shores of your bea ore in 16 that perchance,
it might be possible for miters, Jahanaice the British
Ministers that India as avely supported tner, not held by
force but by the silken an India of that
character might be cz Mahal died in assistance to you
in balancing your bud of thirty-nine. He but for many
years. What cannily, and after six montine handful but
brave, with a quitted Deccan, was tr unsurpassed, a
nation noted fis placed in a provisional sepuation that has
at least claimeTaj, unrivalled monument to htect the weak
—and the oth began in 1633. d in millions,
with a glor nting at the
present mo down of the personal character o and Hindu
cultures, a must have possessed uncommon charmall but a
very larg te for so many years her husband's absorbing
the whol d to merit a memorial such as no other numbers,
almost be s ever won. She appears to have been and enter-
prise alm ost of the ladies of the imperial family We have
got all t —*Vincer* supposing
that Go reign of Asoka presents in perfection represented
here favourable to the development of notanks and come
to and literature. It may be that ariat nation and this
na in equal measure under the rnd ask you whether
usara and his grandfather Chandrdent as Great Britain
re are substantial grounds for believbetween these two nations
ception magnificence were cial; even in terms of the
rst Mo onts emperor. Splendreat nation. And so, in the
owev more successful cultiveproached the British Isles, and I
s mic recorative arts. ream.

M. K. Gandhi

s Chandragup
s words some
h c e, But th
exp

VI

SOME LONGER PRECIS

(Passages con x ang between 450 and 600 words)

1. The follo ious assage is about 480 words long. Read it carefully eir vo n make a precis in not more than 160 words. Sugg the ble title for the passage. Mark off every *ten* wo ecis and, at the bottom, state the number of w ooks as will s :—

The first of men and wome hat *I believe in inequality.* I'm not at hen disease attac her prejudice confined to myself—most ding to a higher con it in practice, even in Ame an ought to be something gnise the fact, *I approve the i* She ought to be ab R not me want, myself, to be the equal sickness, but also eat be hi Emperor ; and I don't see w this part of her atofely d my equal. I like a society for there cannot wehe's cong sses. I like my butcher en an educated mar hed a to me, and I like myse onverse with her husb strikin nce of the Queen. *I* kery and servants' wag sian one *than the village car* duties is the education Golde e him to recognise their mind is most am mmen America, I am told whole future life to a la d its ith erything they do or it receives i its chi silent elves ; as good as you are t this first f vas the scene of and *'t good manner to* an ignorant mother his the people have places . (*Inter Evroices W* the ces in any poss *ey refuse to recog, are much ruder,* ccee d s *are, or used to be,* ignored or neg t to and it follows, of cou eno s, movement. *I see no sense* iv nate1 *equal politically when they're unequ* atice ter makes man Do what you may, it will always be an give the govern. And *the only real result o* ded. In *franchise has been to transfer political pow* d carel *lords to the trading classes and the wire-pulle* part think the change is a good one, And th

A Plea for Wo afte co

my second prejudice, *a prejudice against trade.* I don't
mean, of course, that we can do without it. A country
must have wealth, though I think we were a much better
country when we had less than we have now. Nor do I
dispute that there are to be found and ellent, honourable,
and capable men of business. Bu ch ot *eve that the pursuit*
of wealth tends to unfit men for the candal *of the State.* And I
sympathise with the somewha s later y ew of the ancient
world that those who are core in 16 t rade ought to be
excluded from public funct ters, Jahana ic *in government by*
gentlemen ; and the wor vely supported understand in the
proper, old-fashio a nan of indepen-
dent means brou be c az Mahal died in as the atmosphere
of public life oud ge of thirty-nine. He army, the navy,
the Church or Family, and after six mont ne *that a country*
will ever be g d quitted Deccan, was tr u *nts and shop-*
keepers and as placed in a provisional sepu ati not, or may
not be, esti Taj, unrivalled monument to te ir occupations
and mannem began in 1633. ice.

The c nown of the personal character italicised and
may be must have possessed uncommon char n
re for so many years her husband a
(*i*) d to merit a memorial such as no other
(*ii* s ever won. She appears to have been or super-
nost of the ladies of the imperial family
—*Vince* st

(*i* e reign of Asoka presents in perfectio rep
is favourable to the development of not nks ns leads to
and literature. It may be that a at nati
t in equal measure under the and ask
dusara and his grandfather Chan dent without equality
ere are substantial grounds for between th
xception magnificence were ial : even
irst M c. has proved no boon.
nts emperor. Sple
oweve t pe ccessful culti st trade.
s mic re orative arts
ls Chandrag rs are unfit to run a government.
s ords sc
h c But ntry governed by businessmen cannot be
e .

Precis.

My Prejudices

My first prejudice is my belief in and approval of inequality which man x an including Americans, practise but do not admit. Ob iously y a classless society is unthinkable : Darwin, the C eir vo a butcher or a gardener cannot be all on the same l the quality, however, implies only difference and n ua h or superiority. Failure to recognize such nly ambitters social relations. Democracy is a looks as will oncentrates on political equality without nen and wome ality in other spheres. The extension when disease atta her shifted political power into the rding to a higher conce ders, against whom also I h an ought to be something ugh essential for a country s. She ought to be ab not ment, which is best run by sickness, but also feat be country can never be great For this part of her atofely had better, be excluded f for there cannot be he's cong he ancient world. een an educated man hed (143 words)

2. The f converse with her husb striking one *words.*
Read it caref okery and servants' wa sian *re than*
150 words. duties is the education Golden Pal *answer*
in complete heir mind is most am nment *uch as*
possible. whole future life to a la d its ith
it receives it its chi silent elves ;

When at this first was the scene of and who are already an ignorant mother his [illegible] of a hundred (*Inter* [illegible] *Writ* [illegible]) he [illegible] ful which comp **A Plea for Wom** after [illegible] co [illegible] platform, he [illegible] ied s [illegible] it, consult am [illegible] nial [illegible] ignored or neg [illegible]

What reasons prom [illegible] eno [illegible] debate, to choose ourselves as his [illegible] nate There was as much room elsew [illegible] tive writer makes [illegible] seat to be had next door ; the air [illegible] can give [illegible] fresh than the air in a dozen other co [illegible] ded. In [illegible] was not superior comfort that drew him [illegible] d, carel [illegible] cause of his coming must lie in ourselves. [illegible] part [illegible] if not more attractive, at least less repellan [illegible]

whom he has inspected, considered and deliberately pas
over. He and all the others who, a few minutes ago, wa
hesitating on the platform have, consciously or sub-co
sciously, made a psychological sele on. In extreme cas
the cause of retreat is plain and h. Babies, invali
and boys with musical instrume ch ot almost a guarant
against invasion indeed. Ex andald and churlish ha
been known to carry with th s later y of human appe
ance, feeding bottles and one in 16 es, which consp
cuously displayed, have a ters, Jahana safeguarded th
privacy. But f wha ely supported outward things a
equal, does a be c compartment a
shun another ud taz Mahal died in he makes
the features nge of thirty-nine. He rn What princ
ples guide h rarily, and after six mont ne *tha*

It depe d quitted Deccan, was tr ecret purpo
If the trai s placed in a provisional sepu efore long
invite his aj, unrivalled monument to e and skill, h
eye is e began in 1633. he will avo
adventu own of the personal character t. If, on th
other h ust have possessed uncommon cha ssboard wi
which e for so many years her husband s way to th
city, d to merit a memorial such as no other nolence an
tacitu ever won. She appears to have been aper, he wi
look ost of the ladies of the imperial family quipment o
news —*Vinc* l to read th
bac reign of Asoka presents in perfectio re ve it. If h
w favourable to the development of no nks n to sleep, th
nd literature. It may be that at nati ked compan
in equal measure under the nd ask
usara and his grandfather Chan dent with
re are substantial grounds fo between th ons
ception magnificence were ial ever a quick and intelligen
nts emperor. Spl its occupants before choosing a
wever ccessful cult to travel in. His choice is a resul
mic re orative art What principles govern the choice i
is Chandra define. Considerations of superior com
ords in extreme cases, are not a deciding factor
remaining equal, his choice is influenced by
people inside the compartments and by his

own purpose in travelling. If the traveller is anxious to display his game of chance and skill he will choose adventurous youths ; in case he wishes to solve a chess puzzle he will prefer a quiet atmosphere but if he is desirous of studying human nat[illegible] his choice will fall on a mixed company and so on. [illegible]

3. *Make in not* [illegible] *han 150 words, a precis of the following extract* [illegible] *ins about 450 words. Give a suitable title in th*[illegible]

There have [illegible] oks as will [illegible] ny funny things said and
written about [illegible] men and wome [illegible] he [illegible] ty is not funny,
for all that. It [illegible] when disease attac[illegible] her [illegible] over pennies.
It is not funny [illegible] rding to a higher concep[illegible] ed of your
dress. No, th[illegible] nan ought to be something m[illegible] poverty—to
the poor. It [illegible] She ought to be ab **R** not me[illegible] man ; and
many a brave [illegible] sickness, but also reat be hi[illegible] he labours
of Hercules, [illegible] For this part of her atofely d[illegible] miseries.

It is not [illegible], for there cannot we he's congr[illegible] that are
hard to bear. ween an educated ma[illegible] hed a[illegible] if that
were all it m converse with her husb striki[illegible] pe for a
patch on his Jokery and servants' wa sian [illegible] one [illegible] if his
toes did stick duties is the education [illegible] Golde[illegible] Palm [illegible] brella
was a cott their mind is most am [illegible] nmen[illegible] alt[illegible] His
shabbiness s whole future life to a la[illegible] d its [illegible] ith [illegible] of his
friends roun ng it receives i[illegible] its [illegible] chi silent elves ; [illegible]

Being [illegible] at this first [illegible] as the scene of and [illegible] o be
poor that [illegible] an ignorant mother his [illegible] an
(*Inter* [illegible] *W*[illegible] he [illegible]
without a g[illegible]
shame at tek[illegible] **A Plea** [illegible] **W**[illegible] co[illegible]
that makes h[illegible] s[illegible] etra[illegible] t a
considers great [illegible] nial [illegible] ccess[illegible] wled [illegible] c[illegible]
rella on principle. [illegible] ignored or neg[illegible] to [illegible]
no crime. No, if it were, [illegible] eno[illegible] s,
it. It is blunder, though, and is nate[illegible]
poor man is despised the world o[illegible] iter makes [illegible] man
by a Christian as by a lord, as much by [illegible] an give [illegible] whe
a footman, and not all the copy book [illegible] ded. In[illegible]
for ink-stained youth will make him respec[illegible] d carele[illegible]
ances are everything, so far as human opin[illegible] a part[illegible]

the man who will walk down Piccadilly arm in arm with the most notorious scamp in London provided he is a well-dressed one, will slink up a back street to say a couple of words to a seedy-looking gentleman. And the seedy-looking gentleman knows this—no one bet[illegible]—and will go a mile round to avoid meeting an acquai/and [illegible]e. Those that knew him in his prosperity need never ch ot[illegible] themselves to look to other way. He is a thousan candal[illegible] more anxious that they should not see him than s later y[illegible] and as to their assistance, there is nothing one in 16 [illegible] than the offer of it. All that he wants is ters, Jahana [illegible] saf

Precis. [illegible] vely supported [illegible] butw

[illegible] be c [illegible] n co

Poverty, [illegible] budtaz Mahal died in [illegible] id and written about it, is n [illegible] nge of thirty-nine. He [illegible] ely agonizing experience, [illegible] rarily, and after six mont[illegible] tha The actual hardships and quitted Deccan, was tr[illegible] nte e is nobody to witness as placed in a provisional sepu[illegible] nown to be poor. Ma Taj, unrivalled monument to [illegible] ir empty platitudes and n began in 1633. [illegible] A needy man invites nown of the personal character [illegible] ances are all importa must have possessed uncommon cha[illegible] being seen in the re for so many years her husband [illegible] we avoid contac d to merit a memorial such as no othe[illegible] y that the world s ever won. She appears to have been [illegible] ap avoid the friend most of the ladies of the imperial family [illegible] any offer of hel

—Vinc[illegible] 35 words)

4. [illegible] e reign of Asoka presents in perfectio re[illegible] ve rds, of the fol[illegible] s favourable to the development of nonkon [illegible] Give it a [illegible] and literature. It may be that that nati [illegible] st in equal measure under the and ask [illegible] define quite [illegible] dusara and his grandfather Chandent with term we are [illegible] ere are substantial grounds for between t[illegible] but any explicit [illegible] xception magnificence were ial [illegible] we are to arrive at any first M[illegible] emperor. Spl[illegible] either the ancient or the modern howev[illegible] ccessful cul[illegible] st importance that we have a clear [illegible] mic re orative act[illegible] ng we intend to discuss.

[illegible] Chandr[illegible] ue to its meaning is to be found in its [illegible] words [illegible] s to the word 'barbarism' and though the [illegible] ay of declaring what it is not is unlikely to conduce to satisfactory results, it does at least put us on the track of certain positive characteristics which are 'of the essence.' The chief aspect of what we mean by barbarism is its chaos or anarchy and it is safe to say that a state of civilization primarily connotes the opposite of this —that is, order and [illegible]pline. It purports that the action of man has cease[illegible]e a haphazard movement without regard to his fellow[illegible]vironment, and that his efforts are canalized ac[illegible] definite pattern. Furthermore, barbarism imp[illegible] lack of what we understand by organizatio[illegible]ty representing civilization must necessa[illegible] the primitive stage of the family [illegible] complex relationships. T[illegible] efforts along the lines of t[illegible] concep[illegible] other than mere kingshi[illegible]

It will [illegible] at has so far emerged w[illegible] or an anthill and we mus[illegible] rbarism to lead us to [illegible] n society. For by the [illegible] we mean also somet[illegible] civilization must [illegible] spiritual aspiratio[illegible] ment in which m[illegible] come to have [illegible] tioned co-ordin[illegible] tarian basis.

We ca[illegible] human be[illegible] material adv[illegible] greater or less [illegible] the greater or lesser advantage [illegible] tually and materially. This is [illegible] definition, and has no reference to [illegible] our own or Graeco-Roman civilizatio[illegible] for the moment to keep our attention fix[illegible] point whilst we explore the enormous ram[illegible] huge generalization.

Precis. Essentials of Civilization

The term 'civilization' is frequently used without realizing its significance. A broad definition of it is, therefore, called for. Civilization is the very opposite of barbarism. As the latter connotes anarchy, the [illegible] stands for order and discipline, particularly conside[illegible] for one's fellow beings and surroundings. Moreov[illegible] barbarous society lacks organization, but a civiliz[illegible] implies organized and corporate life according t[illegible] ern. Another distinguishing feature of a ci[illegible] regard for moral, aesthetic and intelle[illegible] barbarism is synonymous with [illegible] ilitarianism. To sum up, civi[illegible] th material and spiritual w[illegible] ion, though broad and r[illegible] the special characteristi[illegible] society, yet brings forth [illegible]

[illegible] 30 words)

5. *The f*[illegible] *Read it carefully* [illegible] *than 150 words.* *S*[illegible] *Mark off every ten* [illegible] *state the number o*[illegible]

Free[illegible] ll of us love to [illegible] at quite underst[illegible] ething fine [illegible] rds for som[illegible] en and wo[illegible] led and s[illegible] If we [illegible] em. So it [illegible] at freedom [illegible] We shall [illegible] ue it, and not lose it by our [illegible] to be said, 'All men are born free', [illegible] that that is not true at all, for Nature [illegible] of ways. The new-born baby is not [illegible] as free as the new-born calf, and much

less than the new-born mosquito. The young mosquito
is soon able to fly away ; the calf begins to walk in a few
days, but the human baby takes at least a year even
to crawl. He slo[illegible] an wins his freedom by increase of
strength and skill [illegible] oes not come to him in any other
way.
eir vo[illegible]
the[illegible]

This is eq[illegible] ll kinds of freedom. Is man
free to fly [illegible] ? He was not free to do so
until, after n[illegible] books as will attempt, he gained sufficient
knowledge [illegible] men and wome[illegible] d [illegible] ed a machine to
give him t[illegible] when disease attac[illegible] her [illegible] three things are
needed for t[illegible] rding to a higher concep (b) knowledge,
and (c) act[illegible] nan ought to be something m[illegible] out all three
together. [illegible] She ought to be ab R not me

Every[illegible] sickness, but also reat be his [illegible] cy to limit
our freed[illegible] For this part of her atofely d[illegible] ich are your
tools for [illegible], for there cannot wehe's con[illegible] om. How ?
If you d[illegible] tween an educated ma[illegible] hed [illegible] get ill and
die. Yo[illegible] n converse with her husb strikin[illegible] eat, and
eat : wi[illegible] cookery and servants' wa Sian [illegible] one thoughts
are fre[illegible] st duties is the education [illegible] Golde his Palm [illegible] brought
up in [illegible] their mind is most am[illegible] nment [illegible] ple of a
partic[illegible] l's whole future life to a la[illegible] d its [illegible] ith [illegible] r caste
or cla[illegible] ing it receives i[illegible] its [illegible] chi, silent elves ; [illegible] er than
all oth[illegible] at this first was the scene of and [illegible] ideas.
If you[illegible] an ignorant mother his [illegible] astl[illegible] tion,
knowle[illegible] (*Inter [illegible] W[illegible]* he ba[illegible] it
will not [illegible] **A Plea for Wom[illegible]** after co[illegible] f
our surrou[illegible] [illegible] d [illegible] led s[illegible] betr[illegible] t a
[illegible] nial [illegible] cce[illegible] co[illegible] t

Fortuna[illegible] ignored or neg[illegible] to d[illegible]
I am afraid it is usua[illegible] eno[illegible] s,
for making them grow up with [illegible] ate
young people are always coming i[illegible] tive [illegible] ter makes [illegible] man
place of the old, the human race [illegible] an give [illegible]
freedom. [illegible] ded. I[illegible]

The struggle has now gone on for a lo[illegible] d carel[illegible]
have made a good deal of progress, althoug[illegible] a part [illegible]
a long way to go.

Precis. The True Nature of Freedom

The term 'Freedom' is universally used but its signifi-
cance is not adequately understood. It is vaguely sup-
posed to be something fine and precnd or the preserva-
tion of which people have alwayh ot great sacrifices.
The notion that freedom comes andal ir very birth is
erroneous. It has to be acqui later y ns of constant
struggle against factors, such one in 16 res ch limit it.
For this purpose determinaters, Jahana saf d action are
required. The freed of ely supported ibutw e, is subject
to dietary conditi product of
environment and buditaz Mahal died in prejudice is
often ingrained age of thirty-nine. He it is diffi-
cult to shed rarily, and after six mont on freedom
of thought wi quitted Deccan, was tr but since
youth contin placed in a provisional sepu freedom
goes on. aj, unrivalled monument to
began in 1633. (40 words)

6. Th wn of the personal character words.
Make a ast have possessed uncommon cha *ot more*
than 170 for so many years her husband *your*
own word to merit a memorial such as no other
ever won. She appears to have been pular
Tod st of the ladies of the imperial family word
mind th —*Vinc* light
'electri
was reign of Asoka presents in perfectio re inven-
tion favourable to the development of non-k on ctricity
wa literature. It may be that at nati , there
in equal measure under the and ask not be
sara and his grandfather Chan dent with in the
are substantial grounds for between affected those
eption magnificence were ial greatest difference in our
ents emperor. Spl motor, the electric light, the
successful cult and the thousand separate devices
mic restorative art energy is transformed into electric
Chandra department of domestic life, in every
words tion, in almost all methods of communi-
ca men and cities, the application of elec-
tric to play a great role. So numerous are

these applications, so important are they to our comforts and to our well-being that we have ceased to wonder at them, and year by year new applications are made which a few decades ago would have called forth astonishment, but which we rece[illegible] as a part of the day's work. So great is the field, so [illegible] are the applications which we may hope to see [illegible] that no man can foretell what the inventions of the [illegible] may be.

Today w[illegible] not less in the applications of electricity t[illegible] well [illegible] the law of transformation of [illegible] so sure are the results of [illegible] nfidently expect that the [illegible] the arts and industries [illegible] tion. A vital question i[illegible] nd which can be efficie[illegible] nto electric energy? [illegible]

At [illegible] re coal and water [illegible] 's surface, howev[illegible] ccessible. Furthe[illegible] likely to becom[illegible] sive, and one o[illegible] our day face i[illegible] e source of ene[illegible]

Th[illegible] when this qu[illegible] nd yet one [illegible] on a clea[illegible] earth's surf[illegible] power of mechani[illegible] even a fraction of this pow[illegible] mechanical or electrical energy a[illegible] makes [illegible] world's work. Here is power deliv[illegible] without cost. How to store the el[illegible] ded. In [illegible] furnished, and to keep it on top for [illegible] carel[illegible] problem. That the next half-century [illegible] a par[illegible] solution thereof, chemical or otherwise, see[illegible]

Precis. Electricity, its Application and Supply

To the popular mind electricity symbolizes the greatest triumph of the application of Science. The knowledge that electricity is a form of energy d can be produced by transforming other forms of en inspired the invention of numerous machines whi e revolutionized every sphere of life. The use o city in adding to human comforts and well-being that it has ceased to astonish us.

Next to the appl problem of its supply. If we d eap source of energy capa tricity, art and industry ca n. Hither-to the chief s coal and water, but the e. There is, however, un which generates va rch will centre round ring this infinite pow run all the plants words)

7. W llowing passage :—

Lord tele-phones f the competi vious that i wire-less e time wh about side till your wire- Nevertheless find it well worth get the news they want—say, atch, or an election, or a division ns. It seems that the broadcasting are already following the practice rawing a revenue from advertisements. en the music and the news and stories for child e some discreet announcements of trading

---

ore in 16
rs, Jahana
ly supported
taz Mahal died in
nge of thirty-nine. He
arily, and after six mont
quitted Deccan, was tr
placed in a provisional sepu
aj, unrivalled monument to
began in 1633.
wn of the personal character
st have possessed uncommon cha
for so many years her husband
to merit a memorial such as no othe
ever won. She appears to have been
st of the ladies of the Imperial family
—Vinc
reign of Asoka presents in perfectio
favourable to the development of nonkon
literature. It may be that that nati
in equal measure under the and ask
sara and his grandfather Chandent with
are substantial grounds for between th
eption magnificence were
emperor. Spl
ccessful cult
orative art
handra

firms. This, too, may become a little trying, for if you are waiting for something else which you want to hear you will be bound to listen to the advertisements, whereas on a printed sheet you an skip what you don't want to read. Many people, aga ciousl e to meditate upon what they read. These certainly eir vo ot ask the telephone to read aloud to them. They the pt a bare fact from the telephone, would regard [illegible] on of opinion as intolerable.

But, afte b [illegible] telephone with its advantages and its fault books as will tain the epidemic is very near. Its h men and wome sk nd upon the taste of the publi eri when disease attack her h casting services. In the end d ding to a higher concep hone that we deserve. han ought to be something mo

Precis. its She ought to be ab R not mer Press

sickness, but also reat be his

Althou For this part of her atofely d the wireless telephone y, for there cannot wehe's cong t former has certain d tween an educated man hed a [illegible] be received at a fi an converse with her husb striking [illegible] er may be read at cookery and servants' wa sian [illegible] ones however, may fi st duties is the education Golde h Palm of news. Again i their mind is most am nmen [illegible] dvertise-ments l's whole future life to a land its vith ch listen to them ing it receives in its chi silent elves ; ry may be avoide at this first was the scene of and wireless telepho an ignorant mother his [illegible] the wireless (*Inter Services W* [illegible] he [illegible] on the liste [illegible] lds)

A Plea for **Wo** [illegible] aft co [illegible]

8. *Wr* [illegible] bot

passage. nial [illegible] ccesful wled s [illegible] cont t a ignored or neg [illegible] d

So great a democr [illegible] eno s, years ago that the people of Eng nate capable of choosing their leader tive [illegible] ter makes man 1870. Why has education not bee [illegible] n give [illegible] whe producing citizens fitted to bring ab [illegible] ded. In order ? [illegible] carel

The reason seems to us to be simple : W [illegible] a part ver given any serious thought to education for c [illegible] f a democratic State ; we are not giving nearly enough education, nor is it generally of the right kind.

Even our university graduates have by no means always
the qualities of citizenship. It ind claimed that any
university graduate with a good libo ot education should be
able to apply his powers and his kndal e to the vocation
of citizenship. No doubt this later y of those who,
when their formal education is e in 16 res ve the time
and ability and desire to acqurs, Jahana safe knowledge.
A man who has way supported hbutw nbridge will
make a first class co n co condition
that after he co uaz Mahal died in e to study-
ing public affa age of thirty-nine. He ss or a pro-
fession in the family, and after six mont world, the
pressure on h quitted Deccan, was tr in public
affairs so w placed in a provisional sepu ns enough
about politics l, unrivalled monument to own.
began in 1633.

Irrelevan wn of the personal character es not in
itself make st have possessed uncommon cha highest
authority for so many years her husband e latest
theories to merit a memorial such as no othe able of
forming ver won. She appears to have been gue of
Nations, t of the ladi s of the imperial family Tariff
Reform, —Vinc who
will ma of the
Crow eign of Asoka presents in perfectio
avourable to the development of nonkon is still
literature. It may be that hat nati modern.
equal measure under the and ask a good
and his grandfather Chandent with may be,
are substantial grounds for between excellent busi-
ption magnificence were ial citizen. It is notorious
emperor. Splendid ents or great scientists are quite
successful cult the best thinking on their own
s mic re orative art rejudice and complete muddle headed-
Chandra
s words affairs.
Bu wish to put forward is this ; that in the
the society of the nineteenth century when
rela interfered little with the daily life of the
gov

people, indirect education for citizenship was perhaps adequate. Democracy worked fairly well without much specialized training for citizenship, either of the voter or of the statesman. To-day things have changed. The political world is so complex and difficult that it is essential to train men just as consciously and deliberately for their duties as citizens as for their vocation or profession.

Precis.

[**Hints.** [illegible] passage containing about 500
words ; our [illegible] books as will [illegible] efore, consist of about 150 to
175 words.] men and wome[illegible]
Bryce t[illegible] when disease attack[illegible] her [illegible] not sufficiently
educated p[illegible] regarding to a higher concep[illegible] of a democracy.
The reaso[illegible] man ought to be something m[illegible]e right kind of
education [illegible] She ought to be ab[illegible] not me[illegible] duates cannot
make goo[illegible] sickness, but also [illegible] be his[illegible] st in public
affairs aft[illegible] For this part of her [illegible] atofely d[illegible] nately most of
them bec[illegible] y, for there cannot be [illegible] he's con[illegible] to be able to
do so. [illegible] tween an educated ma[illegible] hed a[illegible] not equip us,
to judg[illegible] can converse with her husb[illegible] striking [illegible] earning has
little [illegible] cookery and servants' wa[illegible] sian [illegible] one[illegible] A great
schola[illegible] st duties is the education [illegible] Golde[illegible] Paln[illegible] wrong and
violen[illegible] their mind is most am[illegible] mmen[illegible] valt[illegible] s possible
for th[illegible] l's whole future life to a la[illegible] d its [illegible] ith [illegible] h century
to fi[illegible] ing it receives i[illegible] its [illegible] chi[illegible] silent [illegible] elves ; [illegible] ns in the
art of [illegible] at this first [illegible] vas the scene of and [illegible] society
such [illegible] an ignorant mothe[illegible] his [illegible] astl[illegible] words)
(*Inter* [illegible] *W*[illegible] the h[illegible]

Ma[illegible] **A Plea for Wo**[illegible] afte[illegible] co[illegible] *without*
one-third[illegible] bet[illegible]

(*a*) Th[illegible] nial [illegible] ccc[illegible] wled s[illegible] co[illegible] t a
literature and jour[illegible] ignored or neg[illegible] all the eno[illegible] s,
periodical appearance and [illegible] nate[illegible]
printed with a cloth cover an[illegible] tive writer makes [illegible] nal
sheet of paper. People are apt to [illegible] we can give [illegible] he
partly because they confuse the well [illegible] ded. In [illegible] my
the mere gossip, partly because it is a[illegible] carel[illegible] and
or two pence. The snobbery of price i[illegible] a part of this
very discreditable element in the public [illegible]

country. It seems to be regrettably true that if you give a person something for nothing he will take it for granted that the stuff is bad, or at least of no particular significance. Free education may be a social necessity, but the absence of a price is bad for education because the masses do not realize the value of education if it is free. It is the same with newspapers. They are so cheap that people look at them instead of [illegible] them, and throw them under the railway carriage [illegible]ter y[illegible] of carrying them home to discuss a poin[illegible] in 16[illegible] raised. Yet the amount of news and vi[illegible] Jahana[illegible] saf[illegible] expensively gathered and caref[illegible] so[illegible] supported [illegible] of views covering the arts [illegible] cs as really stupendous. Th[illegible]taz Mahal died in [illegible] ny daily or Sunday Paper a[illegible]ge of thirty-nine. He [illegible] interesting study. T[illegible]rarily, and after six mont[illegible] tain something that is f[illegible] quitted Deccan, was tr[illegible] smissed as journalism, po[illegible]placed in a provisional sep[illegible] to be a fraction of tw[illegible] unrivalled monument to [illegible] worth of three-penn[illegible]gan in 1633. [illegible] ew. As in the case [illegible] of the personal character [illegible] crease the price.' [illegible] have possessed uncommon cha[illegible] all or in Fleet-st[illegible] for so many years her husband [illegible] the serious ne[illegible] merit a memorial such as no othe[illegible] tion, and not [illegible]er won. She appears to have been [illegible] in as cheap stu[illegible] of the ladies of the imperial famil[illegible]

—*Vinc*[illegible]*lism.*

[**Hints**

That m[illegible] reign of Asoka presents in perfectio[illegible] as in this [illegible]vourable to the development of non[illegible] action betw[illegible] literature. It may be that [illegible]at nati[illegible] being ex[illegible] equal measure under the [illegible]nd ask[illegible] lighted; [illegible]a and his grandfather Chan[illegible]dent with [illegible]ful news are substantial grounds fo[illegible] between t[illegible] garded; (4) [illegible]ption [illegible] magnificence were [illegible] emperor. Spl[illegible]urse—it is mere commonplace, ev[illegible]ccessful cult[illegible]en—that education deals not [illegible] mi[illegible] re[illegible]orative art[illegible]ng of knowledge on the one side or a[illegible] Chandra [illegible]ledge on the other but also with the trai[illegible]words [illegible]le man. We are allowed to forget this with [illegible]e impunity in Western universities, because, in fact, the general training of the young is only in part carried out by the official teacher. All of us who have been either at school or university know well enough that whatever might have been done for us in these two forms, of education, no insignificant part—I would say more important part—of our training was due to the collision of minds between the boys at school or between the undergraduates at the [illegible]versity.

We do not [illegible] [illegible]ht home to us here with the
same insisten[illegible] [illegible]t home to teachers in oriental
universities, [illegible] books as will [illegible]ust b[illegible] collision, not an
irreconcilabl[illegible] men and wome[illegible] [illegible]th of scientific
knowledge [illegible] when disease attac[illegible] her [illegible]ons, beliefs and
customs, wl[illegible] d[illegible]rding to a higher concep[illegible]ding forces of
social man. [illegible]an ought to be something m[illegible]ledge and the
changes of [illegible] She ought to be ab[illegible] not mer[illegible]tively small
degrees. [illegible] sickness, but also [illegible]eat be his adjustment,
and althou[illegible] For this part of her [illegible]atofely d[illegible]e difficulties
of Wester[illegible], for there cannot we[illegible]he's [illegible] cong[illegible]t keeping up
that adj[illegible]tween an educated mar[illegible] [illegible]hed [illegible] those diffi-
culties [illegible]an converse with her husb[illegible]trikin[illegible] [illegible]comparably
smaller [illegible] cookery and servants' wa[illegible]sian [illegible] one[illegible]se which
necess[illegible]st duties is the education [illegible] Golde[illegible] [illegible] upon a
society [illegible] their mind is most am[illegible]mmen[illegible] [illegible] [illegible]ve gone
throu[illegible]'s whole future life to a la[illegible]d its [illegible]ith [illegible]ess and
weigh[illegible]ing it receives i[illegible] its [illegible] chi[illegible] silent [illegible]elves; [illegible]dustrial
knowl[illegible]at this first [illegible]as the scene of and [illegible] views
on edu[illegible] [illegible]n ignorant mother [illegible]his [illegible] [illegible]astl[illegible] [illegible]itual
ideals [illegible] (*Inter Services W[illegible]*) [illegible]he [illegible] [illegible]y to
under-ra[illegible] [illegible] **A Plea for Wom[illegible]** [illegible]fte[illegible] [illegible] [illegible]dden
contrast [illegible] [illegible] co[illegible] [illegible] bet[illegible] [illegible]ized
community. [illegible]nial [illegible] [illegible]cce[illegible]nd [illegible]led s[illegible] co[illegible]t [illegible]t a
thing that ca[illegible] [illegible] ignored or neg[illegible] [illegible]
comes to them with all the eno[illegible]s,
naturally results from the great mate[illegible]
knowledge and the growing concepti[illegible] [illegible]ter makes [illegible]nar
character of the world in which w[illegible]e [illegible]an give [illegible]e [illegible]he
speculation; it does not come armed [illegible]co[illegible]ded. In[illegible]ge
proper to mere speculation; it comes armed [illegible] carel[illegible]aps
the more vulgar, the more [illegible]mpressive [illegible] a par[illegible] due

to the fact that from it have been born so many of the arts
of life, so many of the things that have made races power-
ful, wealthy and prosperous. How, then, are you going to
diminish the shock which this sudden invasion of a wholly
alien learning must have upon the cultured society of the
East ? A catastrophic change in the environment of an
organism is apt to inflict great injury upon the organism—
even, perhaps, to destroy it altogater y W all know, on
the other hand, that if time in 16 res e organism, if
the change, however great, be, Jahana sa e organism be
given the opportun of ma supported utw es in corres-
pondence with ar a co there is no
reason why it s c taz Mahal died in as in the old
surroundings. ge of thirty-nine. He arn

[Hints. rarily, and after six mont ne *tha* trains many
repetitions. quitted Deccan, was tr *nt* ec d thus ; (1)
It is the colli placed in a provisional sep ati ef e greatest
formative infl unrivalled monument to their e iversities ;
(2) In the Eas gan in 1633. ich e Western
learning an of the personal character (3) The
immense pr have possessed uncommon cha s (4) How
to avert ther so many years her husband st

The t o merit a memorial such as no othe n ast' or
'The pr ver won. She appears to have been ap iental
Univers st of the ladi s of the imperial famil qu at third
person
—*Vinc* s l t

(c reign of Asoka presents in perfectio re ve a nd the
sittin favourable to the development of nonk n t appiest
and literature. It may be that that nati ke ed of his
lone equal measure under the and ask ked round
on and his grandfather Chandent with m, an utter
co stantial ground, gathered into aloud, night by night, the *Poem of*
C magnificence wed emperor. Spladually quickened into the chanting
m nts uccessful cult his own suggestion, and full from
Vi ope orative art ove for himself. When William drew
mic re Chandra his gorgeous invocation and proud
sum is words of things past, his heart which had seemed
froz c Bir troubles, melted within him. He felt a
passio de in the work. William was garlanded by

this poem : he had proved himself. There could be no doubt that he was a great poet. The work was noble.

Presently the generous exultation passed into deepest self-abasement, and Coleridge sat staring before him with a look of heart-wasting, like one stupefied with misery, deaf to all voices of comfort, cowering over his own futility. William had denied himself, had stayed at home and
lived austerely and h[illegible] had achieved, while he had yield-
ed to each sic[illegible] his [illegible]andered from lovely Grasmere
to lovely S[illegible] books as will coast of Italy back to the
Mountains c[illegible] men and wome[illegible]d b[illegible]sk[illegible]t back a grotes-
que, dropsic[illegible] when disease attack[illegible] her h[illegible]an of his years,
diseased de[illegible]er[illegible]d[illegible]rding to a higher concep[illegible] had corrupted
himself. A[illegible]an ought to be something m[illegible]t he saw. He
heard agai[illegible]ts. She ought to be ab[illegible]R not mer[illegible] thickening at
the lines : [illegible] sickness, but also reat be his[illegible]
For this part of her atofely d[illegible]nt

Of the[illegible]y, for there cannot we he's[illegible] cong[illegible],
And [illegible]tween an educated mar[illegible]hed a[illegible]y youth.
[illegible]an converse with her husb[illegible]striking[illegible] piercing to
Too k[illegible] cookery and servants' wag[illegible]sian [illegible] one[illegible]hood and
agony.[illegible]st duties is the education [illegible] Golde[illegible] Palm[illegible]in ! They
knowl[illegible] their mind is most am[illegible]mmen[illegible]t[illegible]y[illegible]bottom of
had n[illegible]l's whole future life to a la[illegible]d its [illegible]ith ch[illegible] flowers
a tor[illegible]hing it receives i[illegible] its [illegible]chi[illegible] silent elves ; [illegible]
laid a[illegible]hat this first f[illegible]as the scene of and [illegible]
[Hi[illegible]an ignorant mother his dec[illegible]ast[illegible]Coleridge
felt an[illegible] (*Inter [illegible]voices W[illegible]*) [illegible]he [illegible]te the
poem w[illegible] **A Plea for Wo[illegible]** after[illegible] co[illegible] [illegible]ridge's
heart wou[illegible] [illegible]cceeded his s[illegible] be[illegible] success
with Wor[illegible]nial [illegible] would
be extreme. [illegible] would remember vi[illegible] co[illegible] his
life. The title of the precis may[illegible]s, [illegible] to [illegible] of
Coleridge' or 'The Tragedy of Coleri[illegible]

(*d*) What it is that constitutes the [illegible]ter makes [illegible]man is more easily felt than described. We can give one when we see it but we do not know how to account[illegible]ded. In[illegible]r to explain in what it consists. Ease, grace, dig[illegible]d[illegible] carel[illegible] been given as the exponents and expressive s[illegible] a part of this look ; but I would rather say that an habitu[illegible] possession determines the appearance of a gentleman. He should have the complete command, not only over his countenance, but over his limbs and motions. In other words, he should discover in his air and manner a voluntary power over his whole body, which with every inflection of it, should be under the control of his will. It must be evident that he looks and does as he likes, without any restraint, confusion, or awkwardness. He is, in fact, master of his person, as the professor of any [illegible] of a particular instrument ; he directs it [illegible] pleases or intends. Wherever this [illegible] appear we recognize the loo[illegible]tleman, that is, of a person w[illegible] in life and in the ordinary [illegible] little else to do than to [illegible] carriage of the body, whi[illegible]atisfaction to himself, an[illegible]probation of the beholde[illegible]t enough ; dignity is too n[illegible]retenue, a conscious decor[illegible] certain "familiarity o[illegible]tenance of control" [illegible]ion of this charact[illegible]s any to denote [illegible]ace is necessary [illegible]er to noblemen [illegible]

[Hints [illegible] appearance of [illegible] should have a[illegible]ove and act in [illegible] is the central [illegible] passage should [illegible]

(e) [illegible] when most London men were away and [illegible] of soldiers from overseas, Punch had [illegible] American sergeant asking a policeman the [illegible] quarter. That joke would be laughed at [illegible] not every where in the Empire. For "nati[illegible] word with many meanings, but at times and in pla[illegible] one of them is thought of, the meaning given the last [illegible] in some dictionaries, " a member of a non-

European or uncivilized race." Not long ago a work on geography, dignified in appearance and dimensions, gave the population of the British Empire as more than 500 million, "most of them natives."

The word can be used carelessly. It can also be used facetiously. The Englishman abroad, even in Wales or Scotland, may just wish it about the people of the land,
not realizing [illegible] thi[illegible] be one of the provocations
which make C b[illegible] nd wild. Dr. Johnson in the
North countr[illegible] books as will[illegible] on the people with much
the same eyesh[illegible] men and wome[illegible] inea surveys its
people. Theer[illegible] when disease att[illegible] her h[illegible] vays tried, but
often failed, d[illegible]rding to a higher concep[illegible]r what it is
common nowh[illegible]ian ought to be something m[illegible] without the
law. Thus is[illegible] She ought to be ab[illegible] R not me[illegible]cially those
to the east co[illegible] sickness, but also [illegible] be his[illegible] as a distinc-
tive meanin[illegible] For this part of her [illegible]ately d[illegible] they gave it.
The barbar[illegible]y, for there cannot be he's cong[illegible]reek, but was
a gabbler [illegible]tween an educated ma[illegible] hed a[illegible]s that he made
noises, [illegible]an converse with her husb[illegible]striking[illegible]nds as the
Greeks [illegible] cookery and servants' wa[illegible]sian [illegible] one[illegible]dies of the
British [illegible]st duties is the education [illegible] Golden Palm[illegible] for some
months [illegible] their mind is most am[illegible]mme[illegible] lines as
his staf[illegible]'s whole future life to a land its [illegible]ith [illegible] that
the hou[illegible]ing it receives i[illegible] its [illegible] chi[illegible] silent[illegible]elves; [illegible] charm-
ing gar[illegible] that this first [illegible]vas the scene of and [illegible] back to
the lady [illegible]n ignorant mother[illegible]his [illegible] hands of
French p[illegible] (*Inter Services W[illegible]*) [illegible] how
her proper[illegible] **A Plea for Wo[illegible]** after, [illegible] the
colonel, emb[illegible] [illegible]uggling [illegible] be[illegible]teen
words, said s[illegible]nial[illegible]g like, "That's all r[illegible] co[illegible] that's
all right. It is the habit of us English t[illegible] to [illegible] the
natives"—aux indigenes. *The States,* [illegible] *1946.*

[**Hints.** In this delightful article the writer makes the point that the use of the word 'native' can give offence in certain contexts and so should be avoided. In a humorous vein he describes how the word is used carelessly by a number of people. We may try to retain a part of this humour in our precis.]

Make a precis of each of the following passages in about one-third its length :—

(*f*) All that custom and education can do is to alter the direction of natural sentiment and ideas and to connect them with wrong objects. It is that part of our moral constitution which depends on instinct, that is chiefly liable to the corruption produced by these causes. The sensible horror at vice and attachment to virtue, may be impaired, the conscience seared [illegible] nature of particular practices mistaken, the sens[illegible] weakened, the judgment darkened, [illegible] vo[illegible] [illegible]led and self-deception practi[illegible] and fatal degree. Yet t[illegible] principles of morality are s[illegible] of [illegible]rts, and one with our min[illegible]egible. The general appr[illegible]ike of their contraries, m[illegible] erased but with the dest[illegible]tion. The most depraved [illegible] moral discernment, al[illegible]tice and injustice, h[illegible]ficiently from the [illegible] others; from the [illegible] they are themsel[illegible] inward uneasine[illegible] feeling, and by [illegible] tormented [illegible]

—[illegible] Price

(*g*) [illegible] principles are [illegible] part with my [illegible] connected with hones[illegible] Nor do I [illegible] any good consti[illegible]vernment, or of free[illegible], can find it necess[illegible] security to doom any part of the people to a [illegible]very. Such a constitution of freedom, if s[illegible] can be, [illegible] in effect no more than another name fo[illegible] the tyranny of the strongest faction; and factions in republics have been and are fully as capable as monarchs of the most cruel oppression and injustice. It is but too true. that the love, and even the very idea, of genuine liberty is extremely rare. It is but too true that there are many whose whole scheme of freedom is made up of pride, perverseness, and insolence. They feel themselves in a state of thraldom, they imagine that their souls are cabined in unless they have some men, dependent on their mercy. This desire of having some one below them descends to those who are the very lowest of all—and a Protestant cobbler debased by his poverty, but exalted by his share of the ruling church, feels a pride in knowing it is by his generosity alone, that the peer, whose footman's instep b[illegible] is able to keep his chaplain from a jail. [illegible] is the true source of the passion, which [illegible] life, have taken to the Amer[illegible] America, our colonies, our d[illegible] power is the liberty they h[illegible] yren song of ambition has [illegible] ave thought were never [illegible]

[illegible] dmund Burke

VII

ADVANCED PRECIS-WRITING

(Solutions of U.P.S.C. Examination Papers)

(Passages containing between 300 and 400 words)

Condense the following passage, which is about 320 words long into not more than 110 words. Give a suitable litle to the passage.

There are other games, n[illegible] will give you as much exercise an[illegible] m as cricket, but there is no ga[illegible] such memories and seems [illegible] and kindly atmosphere. [illegible] layed it, you will find talk[illegible] ng out of sid fashion', as F[illegible] s cricket in his soul. I [illegible] our, and am disposed to dis[illegible]

The fine thing [illegible] hat there is no bittern[illegible] liticians you are al[illegible] hen you disagree a[illegible] you are afflicted w[illegible]. But you may [illegible] her all the time. [illegible] truly Christia[illegible] nce of my beli[illegible] fted all-round [illegible] of action he had [illegible] opponent, what a [illegible] ent, above all, wha[illegible] ne in. And that, af[illegible] is the real test of the great cricketer. It is the man who brings the spirit of adventure into the game that I want. Most renowned players leave but dreary memories. They were too faultily faultless, too icily regular for my taste. They played cricket not as though it was a game, but as though it was a proposition in Euclid. And I don't like Euclid. It is the hearty joyousness that the real ones shed around them that make them so dear to us youngsters of all ages. They are a sort of Father Christmas clothed in flannels and sunshine. It does you good merely to look at them.

[*Armed Forces Academy (Inter Services Wing) Supplementary Examination May, 1949*]

Precis. **The Appeal of Cricket**

Of all games cricket appeals most to a youngster : it
provides exercise and pleasure as well as pleasant memo-
ries and a friendly atmosphere. The youngster loves a
good cricketer too well to believe any ill about him. He
can discuss cr[illegible]ooks as will causing bitterness but a dis-
cussion about men and womeicians [illegible]evitably leads to a
quarrel. He when disease atta[illegible] her [illegible]ance, if he defends
Don Bradmarding to a higher concellly his zest and
spirit of advehan ought to be something m[illegible] precise cricket
of other fame. She ought to be ab Rnot mem. A criketer
captivates y[illegible] sickness, but also feat be his urous, hearty
and joyous For this part of her atorely d (102 words)

2. *Giv*y, for there cannot wehe's cong*of the following*
passage.etween an educated mar hed a
an converse with her husbtrikin

Our cookery and servants' wagsian [illegible] m[illegible] on[illegible] ; money is
presen st duties is the education Golden Palm be named
the so their mind is most am[illegible]nmen[illegible] [illegible]val that alone
that l's whole future life to a land its with [illegible]h that they
can hing it receives in its [illegible] chi silent elves ; r[illegible]es us food,
shelte hat this first fvas the scene [illegible] and [illegible]n person,
opens to an ignorant motherhis [illegible]books for
study or *(Inter Services Wing)* [illegible]esses of
others, an y so that [illegible] choose
the best **A Plea for Wom** scruples, [illegible]s us an
opportunity [illegible]onest ; if we have any b[illegible]t designs
here is what nial smooth the way to their acc[illegible]lishment.
Penury is the worst slavery and will soon lead to death.

But money is only a means, it presupposes a man to use it. The rich can go where he pleases but perhaps please himself nowhere. He can buy a library or visit the whole world, but has neither patience to read nor intelligence to see. The table may be loaded and the appetite wanting ; the purse may be full and the heart empty. He may have gained the world and lost himself; and with all his wealth around him in a great house and spacious and beautiful demense, he may live as blank life as any tattered ditcher. Without an appetite, without an aspiration, void of appreciation, bankrupt of desire and hope. There, in his great house let him sit and look at his fingers. It is perhaps a more fortunate destiny to have a taste for collecting shells than to be born a millionaire. Although neither is to be despised it is always better policy to learn an interest than to make a thousand pounds; for the money will soon be spent or per[illegible]y feel no joy in spending it; but the interes[illegible]erishable and ever new.

(*Excise Insp*[illegible]*rovinces 1945*)

Precis.

Money is t[illegible] only provides the necessaries [illegible]ables us to practise virtue[illegible]mbitions. Poverty, on the [illegible] Money, however, is only a [illegible] important than mo[illegible]eans of happiness b[illegible] may possess the[illegible] enjoy them. A [illegible] good things of [illegible] large fortune. [illegible] words)

3. *M*[illegible] *bout one-third of* [illegible] *state at the end the* [illegible]

It is [illegible] who fully apprecia[illegible] their own case the great advantages of a good education, to deny these advantages to women. There is no valid argument by which the exclusion of the female sex from the privilege of education can be defended. It is argued that women have, their domestic duties to perform, and that, if they were educated, they would busy themselves in their books and have little time for attending to the management of their households. Of course it is possible for women, as it is for men, to neglect necessary work in order to spare more time for reading sensational novels. But women are no more liable to this temptation than men, and most women would be able to do their household work all the better for being able to refresh their minds, in the intervals of leisure, with a little reading. Nay, education would even help them in the performance of the narrowest sphere of womanly duty. For education involves knowledge of the means by which health may be preserved and [illegible]mproved, and enables a mother to consult such modern [illegible]cks as will tell her how to rear her children into healthy men and women, and skilfully nurse them and her husband when disease attacks her household.

But according to a higher conception of women's sphere, woman ought to be something more than a household drudge. She ought to be ab[illegible] not merely to nurse her husband in sickness, but also [illegible] be his companion in health. For this part of her [illegible] duty education is necessary, for there cannot [illegible] be congenial companionship between an educated ma[illegible] an uneducated wife, who can converse with her husb[illegible] no higher subjects than cookery and servants' wag[illegible] Also one of a mother's highest duties is the education [illegible] at the time when their mind is most am[illegible]truction. A child's whole future li[illegible] [illegible]ends on the teaching it receives i[illegible] needless to say that this first [illegible] not be well laid by an ignorant mother.

(Inter Services Wi[illegible] [illegible]ation, 1950)

Percis. **A Plea for Women's Education**

The denial of education to women betrays man's selfishness and injustice. It is wrong to say that education prevents women from properly discharging their domestic duties. The fact is that both men and women can neglect their essential work for the sake of idle reading. On the contrary, a little reading will prove an asset rather than a hindrance for women in the discharge of their duties. For instance, educated women will be better able to rear their children and look after the health of the members of their family. Moreover, education, besides enabling women to perform their narrow domestic duties efficiently, will make them true companions of their husbands, which is indisputably their chief function. Above all, educated mothers can impart real education to their children and lay a sound foundation for their future growth. (136 words)

4. *Make a precis of the following passage. The length of the precis should not exceed about ane-third of the length of the original. Your precis shoutd be in normal English, and you should clearly indicate at the end of the precis the number of words in your answer.*

Of all the cities of remote celebrity whose names have been perpetuated by history, for literature, for arts and arms, for virtue and for depravity, there is none which abounds in so many beautiful and sublime architectural evidences of former [illegible] as Rome. On its present comparatively small [illegible] it has remains of almost every useful or ornamental [illegible]ture. The spectator of reflection, feeling, and [illegible] inhales an almost breathless surprise, amidst its [illegible] useful aqueducts, triumphal arches, pleasure-[illegible] theatres—its temples, pillars, pavements, health-giv[illegible] [illegible]ths, and 'gorgeous palaces.' Of these perhaps [illegible] creative of pleasure to the imagination [illegible] reflection as the Amphitheatre begun by [illegible] finished by Titus in the first century, [illegible] the Flavian or Vaspasian's [illegible] the modern Italians, Calisei, [illegible] was erected from the materials of [illegible] Golden Palace, an object prodigious and splendid, but of disgust to the Roman people, and therefore destroyed by Vespasian. The awe with which we view its immense oval length and height is tempered by the varied beauty of the whole and its particular parts, by the graceful orders rising on each other, with Corinthian pilasters and an attic, by the numerous arcaded statues, windows and steps. We feel the profound silence and solitary aspect of its numerous and untrodden ambulatories, its immense and desert arena, where myriads of unfortunate captives and slaves,—martyrs to an unshaken faith, have for many successive centuries amused the thousands of spectators who occupied the surrounding seats, and filled with horrid shouts the reverberating walls during the intervals of the groans of the dying gladiator, or the cries of wounded and ferocious animals. This great and sanguinary portal to the next world, this honour and disgrace of Rome, this theatre of cruel and vulgar joy, of anguish, of terror, of wasted courage and despair, this defaced but still legible epitaph of great and guilty Rome, stands in its immensity and decay that has come out of the conflict of ages and of nations like an aged and venerable veteran, who having himself survived dangers and witnessed innumerable deaths is mutilated and scarred.

[*Ministerial Service, Clerks, Grade-B, Examination April 1945*]

Precis. **The Ruins of Rome**

No ancient city possesses greater architectural ruins than Rome. An aesthetic spectator is filled with wonder to witness the remains of Rome's ancient architectural monuments such as aqueducts, theatre temples, arches, pillars and palaces. The most striking of them is the vast Amphitheatre built by Vespasian and Titus from the materials of Nero's magnificent Golden Palace. Its most awe-inspiring features are its immense oval length and height, its all round beauty, and its Corinthian pilasters, attics, and above all its huge, silent [illegible]elves; [illegible]ry and desert arena which once was the scene of [illegible] and the gladiatorial combats. The sight of this dec[illegible] ghastly theatre reminds one of both the greatness and the barbarity of ancient Rome. (114 words)

5. *Make a precis of the following passage in not more than 150 words, and give a suitable title. Let your answer be in your own words as far as possible.*

There are two kinds of writers concerned with history: the scholars and the popularizers. The scholars spend their time excavating small fragments of the past which, once disinterred and the dust blown off, they present— to whom? To the second kind of writer, the popularizer; and a popularizer may be any one from an upright and learned man to be a mere propagandist; but usually he is the latter. It is not for the scholars, burrowing with their noses deep in the past and their eyes dimmed to the pale light of the archives to notice who is making use of the material they industriously scratch up. Nor is it for them to give any guidance as to how it is it to be used. They are no more concerned with the ultimate outcome of their studies than is the research-scientist with the use of poison gas in warfare.

Very different is the position of the popularizers. They have to use, digest, and redeliver the material in a form palatable to the public. Some of them have no conscious idea beyond that of writing a readable book ; others have a very definite idea of teaching a political or moral lesson through their book. In both these groups there are good men and learned men ; in both these groups there are frauds. But as far as the world is concerned, only the vices and virtues of the second group have borne fruit.

It used to be said that history should be written without prejudice ; that the historian should not step aside to draw a moral. The first cannot be done ; the second should not. Historians should always draw morals. If the accurate and highly trained ones fail to do so, the unscrupulous and unqualified popularizers will do it for them. The historian [illegible] neglects the education of his public is responsible [illegible] way, for the false propaganda to which they go inste[illegible]but the greater number of historians failed entirely to [illegible]derstand what was expected of them, namely that the historian's first duty is not to his subject but to his audience – not that he should falsify history ; but he should write nothing without considering the weakness, prejudice and ignorance with which he is surrounded.

What is the solution ? There is none that can be called satisfactory, for bad men will continue to be popular writers of history. The high-minded historians will never have the monopoly of the historian's profession or of the public ear ; but they should always continue their fight for a hearing.

(Royal Indian Navy Examination, November, 1948).

Precis.

The Ideal of the Historian

History is written by two kinds of people—scholars and popularizers. The former are primarily concerned with research which the latter use, often in a propagandist spirit. The scholars are too busy with unearthing knowledge to notice, much less guide, the use to which it is put. The popular writer simply aims at presenting history in an interesting and attractive form, and he is generally swayed by moral or political bias. The world, however, is influenced more by such people than by scholars. How history should be written is a debatable point. It may be written without prejudice but not without drawing some moral lessons. The true historian owes a duty to the reading public and his indifference to the moral aspect of history encourages propagandist writers. Though history will continue to be written in a popular way, high-minded historians must make themselves heard. (145 words)

EXERCISE

(*The following passages are taken from competitive examination papers*)

1. *Make a precis of the following passage in about 100 words, and give it a short appropriate title.*

There is a wonderful spirit of sociality in the brute creation. Many horses, though quiet with company, will not stay one minute in a field by themselves; the strongest fences cannot restrain them. Oxen and cows will not fatten by themselves, but will neglect the finest pasture that is not recommended by society. It would be needless to instance sheep, which constantly flock together.

But this propensity seems not to be confined to animals of the same species; for we know a doe, still alive, that was brought up from a little fawn with a dairy of cows; with them it goes afield, and with them it returns to the yard. The dogs of the house take no notice of this deer, being used to her; but if strange dogs come by, a chase ensues, while the master smiles to see his favourite leading her pursuers over hedge or gate, till she returns to the cows, who with fierce lowings and menacing horns, drive the assailants quite out of the pasture.

Even great disparity of kind and size does not always prevent social and mutual fellowship. For an intelligent and observant person has assured me that, in a former part of his life, keeping but one horse, he happened also on a time, to have but one solitary hen. These two incongruous animals spent much of their time together in a lonely orchard, where they saw no creature but each other. The fowl would approach the quadruped with notes of complacency, rubbing herself gently against his legs: while the horse would look down with satisfaction, and move with the greatest caution, lest he should trample on his diminutive companion. Thus by mutual good offices, each seemed to console the vacant hours of the other.

2. *Make a precis of the following passage in about one-fifth of its length. Before you begin writing, read the passage carefully and pick out the salient points. Your answer should be in good, well connected prose and not jerky in style.*

Mark off every ten words in your answer by a vertical line and at the end state the number of words in your precis.

India's new constitution, with the declaration of fundamental rights therein enshrined, has led to an urgent need for redefining security laws, by both the Union and the States. That is entirely to the good. Exceptional and uncongenial legislation of this kind, even when unavoidable, requires frequent scrutiny by judicious and impartial minds if the State, applying it, is to remain in a state of democratic health. Also admirable it is that the impulse has come from legal decisions. It is a well founded principle of law that legislation restricting the citizen's fundamental liberties, especially his rights to the courts, shall be strictly interpreted with regard to the State liberally towards the individual. In so applying it under the new constitution, the courts have done no more than their duty.

It is commonly asserted by opponents of special legislation that this constitutes an invasion of personal freedom which liberals should under no circumstances tolerate. Thus boldly stated, however, the position is untenable. All Governments, democratic no less than others, must in the last resort defend the public tranquillity by such methods as the task seems to require. "A nation," long ago wrote such a confirmed liberal as Macaulay, "may be placed in such a situation that the majority must either impose disabilities or submit to them, and that what would, under ordinary circumstances, be justly condemned as persecution may fall within the bounds of legitimate self-defence."

In fact, such rights as *habeas corpus*, of which democrats are justly tenacious, have been, in emergency, suspended or modified both in the U.S.A. and in Britain. A liberal will, however, regard such measures with suspicion till evident necessity is proved, and even then with dislike; he will wish to see them applied with discretion and moderation; the demand that individuals affected be treated humanely, with no infliction of penalties beyond those immediately necessary to the purpose; and he will expect to see all exceptional powers abrogated as soon as public safety permits.

In contemporary India, there is, unfortunately, no doubt that certain persons and parties have both openly advocated and practised organised violence. The consequences to public welfare are grave and the State cannot tolerate them. But, in the confused state of disorder, legal proof of a specific offence is not always obtainable. Some form of security law therefore seems the only answer. On the other hand, the liberal is all too well aware that a bureaucracy is, of its nature, prone to convert an exceptional result, into a normal administrative convenience. Again, irritating and even intolerable as has been the behaviour in prisons of some detenus, the conditions of the detention and jail administration, have by no means been such as a citizen of a civilized nation is entitled to expect. Hence a liberal's reaction to security laws, in force so far, was mixed.

It may still be. The new Central Act partly reiterates previous legislation. By including as legal grounds for detention 'maintenance of supplies and services essential to the community', it, presumably, also enables steps to be taken against a type no less anti-social than elements more crudely subversive—that is black-marketeers.

(522 words)

(*Ministerial Service Exam. 1951*)

3. *Reduce the following passage to a precis of about 200 words, and give it a title. Your answer should be framed in good English and not in telegraphic style.*

The Governor-General then referred to the resolutions of the Editors' Conference and its Standing Committee denouncing indecent personal writings bordering on blackmail, and said that the Secretary of the Conference in his report issued this month, had rightly stated that the Press in India has had to move from self-protection to self-restraint and from self-restraint to self-improvement.

The Secretary had recorded that in spite of statutory restrictions, 'there is a larger understanding between the Press and the Government, which is based on identity of interests.'

'As excess of indulgence in pleasure makes it more and more difficult to achieve it, excess of freedom and liberty of expression defeat their own purpose. The more sensationalism is indulged in, the more difficult it becomes to produce the desired effect, for unreliability grows in proportion of unrestrained publication'.

'No institution and no newspaper can be said to serve India well, unless it promotes in some way or other good will and good understanding among the various sections of the people. The master key to progress in all spheres is mutual friendliness and co-operation and avoidance of conflicts.'

The Governor-General said if individual newspapers and the Press as a whole earnestly worked for goodwill and made a determined stand against the growth of any form of ill-well, India would progress, in spite of all her difficulties.

The Governor-General advocated that all newspapers ought to carry over their title page the motto: 'Love and help one another'. He emphasized that every editorial and every news item ought to be written and read against such a background.

The Governor-General said : 'In you lies the power to make people good and decent and orderly. And in you also lies the power to help the Government to make good laws and govern wisely.'

'When I spoke to working journalists on a previous occasion recently at Madras, I said that I considered journalism a fine art and not a craft or just a profession. I still think so and wish journalists would accept my view in spite of the difficulties involved. The difference is not over facts but in the aim and motive of the work.'

'I agree that journalists are mostly poor, so are the greater number of poets, painters, musicians and other artists. I agree that newspaper writers have not the leisure required for a fine art. But whether you are forced to work in a hurry or have time your talents, work and motives are such as are associated with the category of literature, painting, music and sculpture. Bernard Shaw has said in some connection : "Daily journalism is beyond mortal strength and endurance. It trains literary men to scamp their work."

'Journalism calls for the talents of an artist, the same breadth of vision, the same divine freedom, the same sense of beauty and the same restraints that art requires. Good journalism requires that its votaries should keep themselves up to the neck busy with other things than journalism, gorging themselves with life and experience and gaining other efficiencies if they are to do their work as good journalists.

'This is just the same with painters, for instance, who have to go round the country and walk in the slums and streets absorbing experience, almost forgetting their particular work if they desire to do justice to their artistic work

'I know you are amused at my presuming to advise in a matter wherein I have no experience, but you have asked a man without experience to open your conference and speak. Whether you find my words of any use or not, I thank you for the honour you have done to me.'

The Governor-General referred to the historic Conference at London at which Pandit Nehru was the central figure and said: 'We all know with what universal satisfaction the news of his great achievement was received in India. There was distinct political satisfaction in all circles. We know what great joy it gave to all people and all parties in Britain, in Ireland, in the U.S.A. and in all the countries of the world that desire the reign of peace and of democracy. But it gave no less satisfaction to thinking people of all classes in India.

'There are, of course, some people who must find some points of difference, which justify their attempt to line a separate and rival existence in politics. I think we may well ignore dissent based on fear and suspicion. India is too big to now suspect and shape her policies in fear. Every one wants some link with the rest of the world with which we are positively friendly. No one believes in a lonely existence.'

The only alternatives were the one now agreed to and a treaty link. All thinking people were unanimous in discarding the treaty solution as something that would in fact bind more while being morally less valuable. The flexible and nobler link of cultural friendship, without any specific obligations and fully recognizing the sovereignty of India, even up to the point of owing no allegiance to the King of England, was, therefore, the only solution consistent with a desire to co-operate in the task of conservation of world peace and avoidance of war.

(Military Wing Exam. 1951)

4. The following passage consists of about 450 words. Make a precis of it in not more than 150 words. Suggest for it a suitable title.

It is an old remark, that boys who shine at school do not make the greatest figures when they grow up and come out into the world. The things, in fact, which a boy is set to learn at school, and on which his success depends, are things which do not require the exercise either of the highest or the most useful faculties of the mind. Memory (and that of the lowest kind) is the chief faculty called into play in conning over and repeating lessons by rote in grammar, in languages, in geography, arithmetic, etc., so that he who has the most of this technical memory, with the least turn for other things, which have a stronger and more natural claim upon his childish attention, will make the most forward schoolboy. The jargon containing the definitions of the part of speech, the rules for casting up an account, or the inflections of a Sanskrit verb, can have no attraction to the tyro of ten years old, except as they are imposed as a task upon him by others or from his feeling the want of sufficient relish or amusement in other things. A lad with a sickly constitution and no very active mind, who can just retain what is pointed out to him, and has neither sagacity to distinguish nor spirit to enjoy for himself, will generally be at the head of his form. An idler at school, on the other hand, is one who has high health and spirits, who has the free use of his limbs, with all his wits about him, who feels the circulation of his blood and the motion of his heart, who is ready to laugh and cry in a breath, and who had rather chase ball or a butterfly ; feel the open air in his face, look at the fields or the sky, follow a winding path, or enter with eagerness into all the little conflicts and interests of his acquaintances and friends, than doze over a musty spelling-book, repeat barbarous formulae after his master, sit so many hours pinioned to a writing desk, and receive his reward for the loss of time and pleasure in paltry prize-medals or scholarships. There is indeed a degree of stupidity which prevents children from learning the usual lessons or ever arriving at these puny academic honours. But what passes for stupidity is much oftener a want of interest, of a sufficient motive to fix the attention and force a reluctant application to the dry and unmeaning pursuits of school-learning. The best capacities are as much above this drudgery as the dullest are beneath it. Our men of the greatest genius have not been most distinguished for these requirements at school or at the university.

5. *Write a precis of the passage below in about one-fifth of its length. Your answer should be framed in good flowing English and not in telegraphic style.*

War is not one of the complicated economic, financial or judicial public institutions that are in a mess because they are mismanaged by political amateurs who do not understand them. Everybody understands war only too well; for it is a primitive blood sport that gratifies human pugnacity. Successful players at it earn fame enough to satisfy the maddest human ambition. I enjoy civil liberty, but as I have never killed anybody in a violent manner I am hopelessly outshone by warriors who have hundreds of thousands of violent deaths to their credit. Napolean was a contemporary of Kant, Goethe, Mozart and Beethoven. Compare their tombs, and you will get a measure of how much more we admire a great soldier than a great philosopher, poet or composer. Adolf Hitler when having decimated Poland and demolished half Warsaw he drove the British army out of France into the sea and the Red Army out of the Baltic provinces and back to the Don, was lord of half Europe whilst Einstein was an exile with a much smaller income than a baseball champion. We speak of war gods, but not of mathematician gods, poet or painter gods, or inventor gods. Nobody has ever called me a god; I am at least a sage. We worship all the conquerors, but have only one Prince of Peace who was horribly put to death, and, if he lived to-day in these islands, would have some difficulty in getting exempted from military service as a conscientious objector, if indeed he did not catch the war infection and head the rush to enlist.

There is then no secret about all this, no misunderstanding. Though war is now so diabolical that modern belligerents have to protest that they are fighting in self-defence and that every war is a war to end war and to save civilization, we go on killing one another and glorifying our successful commanders as before.

Such devilment is a trump card in the hands of pessimists, but it is only another specimen of the time lag by which ancient moral valuations and the education proper to them become ingrained habits, and persist long after the facts have changed and reduced them to mischievous superstitions. The vogue of Napoleon and Alexander may trace its origin to the primitive tribes where no reputable woman will marry a man unless he can produce trophies proving that he has slain at least four adult male foemen in single combat; but neither Napoleon nor Alexander produced a scalp or scrotum to prove that he has ever killed an enemy in battle. They never brought home a slain mammoth or sabre-toothed tiger, nor even a wild boar, to their wives to cook for the family dinner. Indeed Napoleon, brave as he shewed himself in his early Italian campaigns, reproached himself or having behaved with downright poltroonery on his way to Elba disguised as a postilion; and in a political cirsis he was so nervous that he lost his head and would probably have had it chopped off had he not been saved by the presence of mind of one of his brothers. Alexander got drunk and murdered his best friend; but this is not why we admire him. But by ordering the deaths of a prodigious number of people the two achieved the utmost eminence attainable in human history.

When conquest becomes the road to glory and power, nations forget public welfare and strive for military hegemony, calling it Balance of Power, but meaning an overbalance in their favour. Each sovereign state, when it feels strong enough, claims to be the headquarters of a Chosen Race, under whose government all other states would be better off than under their own. In Germany this is explicitly discussed, reasoned, proclaimed, preached, and finally put to the test in war.

(*Ministerial Service, Clerks Grade, A Examination April 1945*)

Precis.

War and its Great Men

Unlike economic or financial problems, war is a simple phenomenon. Its origin lies in the primitive bellicose instinct, and it satisfies man's lust for fame. Celebrity in war is easier and quicker than in science, art or literature. Warriors like Alexander, Napoleon and Hitler are readily deified while lovers of peace or geniuses like Kant, Mozart and Einstein remain sunk in obscurity. The glorification of war is a relic of outmoded moral values of primitive society which regarded fighting as a test of personal strength and courage. Modern commanders possess no such prowess. Napoleon betrayed cowardice in his escape from Elba, while Alexander killed his best friend in a fit of drunkenness. They are glorified as they could order the deaths of many people. The principle of acquiring fame through military conquest is dangerous and gives rise to aggressive and perverted nationalism and race superiority as in the case of Germany. (150 words)

6. *Write in good flowing English a precis of the passage below in about 200 words.*

It is becoming plain that Industrialism, as we know it, carries inherent in itself the seeds of rebellion. Man is not machine made, and he will never submit permanently to conditions of life which rank him with the machine. We are now witnessing the beginning of what future historians will call the Age of Spiritual Revolt. The workers are disquieted in soul. Their aesthetic conscience has been killed but the ghost refused to be laid. They have been dead in the spirit for generations, but the fact, in the main, has been concealed from them. In despair and ignorance, they turn to the picture palaces, to the cheap thriller, even to education.

And what has education to give them? If it had always remained faithful to the noble ideal expressed in Plato's definition of its purpose, which is, he says, 'to give to the body and the soul all the beauty and all the perfection of which they are capable,' it would be easier to give a satisfactory answer. But the simple truth is that the ideals of the age of Industrialism were and are only too faithfully reflected in the schools; and these ideals are of the earth, earthy. We still labour to teach our children meagre clerkly attainments in a world which is suffering from a surfeit of such attainments. When this passes for Education, to what a pass has Education come. And so we go on, while the judgment of and love for beauty are clean put out of mind. And if this is the creative side of school work, the appreciative side is no worse because it can scarcely be said to exist at all. The aesthetic output is almost wholly absent, because the aesthetic intake is scarcely ever present. The intention of the schools is at least inadequate, if not mistaken. And having regard to the just claim that the school should help to right the natural balance of the individual, which the machine and factory have knocked wholly away, the inadequacy of aim becomes tragic. The necessity for definite and systematic aesthetic teaching is imposed upon us by the nature of the material we work in. Education has no option but to take service in the cause of beauty; and by one of those paradoxes which are of the very nature of truth, in serving beauty it will achieve utility.

It is scarcely an exaggeration to say that when man loses his sense of beauty, he loses his natural balance and must crawl instead of standing upright. Just how great a wrong is suffered by the individual it is hard to determine. Dr. Johnson stoutly affirmed that there was as much difference between the lettered and the illiterate as between the living and the dead. This is truly the difference of kind, if not in degree. Some hint of the possible severity of the injury may be found among the mass of information on the needs and the nature of man, which has been thrown up by the war. One interesting and suggestive fact awaits wider recognition. The unfamiliar nervous phenomena associated with shell shock led alienists to inquire anew into the behaviour of the human material under stress and strain; and while it was very commonly observed that the breaking point was reached soonest with the men who were little more than healthy animals, it was further observed that repressed emotion might, after a term of many years, suddenly discharge itself with such violence as even to cause insanity. The peculiar need of modern man, as acute critics see it, is to keep the emotions from withering at the root. The emotional life is a natural and necessary corrective to the life of reason. Man is ever 'roaming with a hungry heart'; and it is the business of education to open up right channels for the heart's overflowing. Man is not wholly sustained by the fruit of the Tree of Knowledge, we must eat too of the Tree of Life ; in the study and practice of Art he may find employment for his powers and solace for his spirit.

[*Ministerial Service, Assistants Grade Examination December, 1943*]

Precis. **Evils of Industrialism**

Industrialism breeds discontent : the working classes revolt against machinery because it deadens their soul. They turn desperately to films and education for solace. But modern education fail to comfort them as it has deviated from Plato's noble ideal of fostering man's fullest physical, mental and spiritual growth. Industrialism has also affected education, which is materialistic and ignores the development of creative, critical and above all aesthetic faculties. Lack of aesthetic training entirely upsets the balance of life. The incalculable harm done by unnatural suppression of emotions was tragically brought to light in the victims of shell shock during the war. Bottled up emotions, finding a sudden outlet, often cause insanity. Education should feed the emotions as much as the dody or the intellect. Reason and emotion are equally essential for a balanced life. Knowledge develops the former, while art feeds the latter. The cultivation of aesthetic susceptibilities prevents the withering of the emotions and education must not neglect this important aspect of human nature. Man remains lop-sided without an adequate sense of beauty. (173 words)

7. *Write a precis of the following passage in about one-fifth of its length. Your answer should be in good flowing English and not in a telegraphic or jerky style.*

In the democratic countries, intelligence is still free to ask whatever question it chooses. This freedom, it is almost certain, will not survive another war. Educationists should, therefore, do all they can, while there is yet time to build up in the minds of their charges a habit of resistance to suggestion. If such resistance is not built up, the men and women of the next generation will be at the mercy of any skilful propagandist who contrives to seize the instruments of information and persuasion. Resistance to suggestion can be built up in two ways. First, children can be taught to rely on their own internal resources and not to depend on incessant stimulation from without. This is doubly important. Reliance on external stimulation is bad for the character. Moreover, such stimulation is the stuff with which propagandists bait their hooks, the jam in which dictators conceal their ideological pills. An individual who relies on external stimulations thereby exposes himself to the full force of whatever propaganda is being made in his neighbourhood. For a majority of people in the West, purposeless reading, purposeless listening-in, purposeless looking at films have become addictions, psychological equivalents of alcoholism and morphinism. Things have come to such a pitch that there are millions of men and women who suffer real distress if they are cut off for a few days or even a few hours from newspapers, radio music, moving pictures. Like the addict to a drug, they have to indulge their vice, not because, the indulgence gives them any real pleasure, but because unless they indulge, they feel painfully subnormal and incomplete. Even by intelligent people, it is now taken for granted that such psychological addictions are inevitable and even desirable, that there is nothing to be alarmed at in the fact that the majority of civilized men and women are now incapable of living on their own spiritual resources, but have become abjectly dependent on incessant stimulation from without.

How can children be taught to rely upon their own spiritual resources and resist the temptation to become reading-addicts, hearing-addicts, seeing-addicts? First of all they can be taught how to entertain themselves—by making things, by playing musical instruments, by purposeful study, by scientific observation, by the practice of some art, and so on. But such education of the hand and the intellect is not enough. Psychology has its Gresham's Law; its bad money drives out the good. Most people tend to perform the actions that require least effort, to think the thoughts that are easiest, to feel the emotions that are most vulgarly commonplace, to give rein to the desires that are most nearly animal. And they will tend to do this even if they possess the knowledge and skill to do otherwise. Along with the necessary knowledge and skill must be given the will to use them even under pressure of incessant temptation to take the line of least resistance and become an addict to psychological drugs. Most people will not wish to resist these temptations unless they have a coherent philosophy of life, which makes it reasonable and right for them to do so.

The other method of heightening resistance to suggestion is purely intellectual and consists in training young people to subject the diverse devices of the propagandists to critical analysis. The first thing that educators must do is to analyse the words currently used in newspapers, on platforms, by preachers or broadcasters. What for example, does the word 'nation' mean ? To what extent are speakers and writers justified in talking of a nation as a person ? Who precisely is the 'she' of whom people speak when discussing a nation's foreign politics ? ('Britain is an imperial power. She must defend her Empire.') In what sense can a nation be described as having a will or national interest ? Are these interests and will the interests and will of the entire population ? or of the majority ? or of a ruling caste and a few professional politicians ? In what way, if any, does 'the state' differ from Messrs. Smith, Brown, Jones and the other gentlemen who happen for the moment to have secured political power ? Given the character of Brown, Jones, etc., why should 'the state' be regarded as an institution worthy of almost religious respect ?

[*Ministerial Service I and II Divisions Examination May, 1947*]

Precis.

As propaganda undermines independent thinking it is imperative to provide against it. There are two ways of fighting the evil. Firstly, educationists should inculcate in children reliance on internal resources and avoidance of external stimulation. The latter not only degenerates character but is the chief weapon of the propagandists. Propaganda to-day, takes the form of newspapers, radio broadcasts and films to which, unfortunately, a vast majority of people have got addicted. Even intelligent people regard them as indispensable.

Reliance on spiritual resources can be developed in children by teaching them handicrafts, arts, purposeful reading and scientific outlook. But as the human mind tends to follow the line of least resistance, education of the hand and the intellect, should go along with training of the will and growth of a consistent philosophy of life. The second method is to cultivate the faculty of critical analysis. For instance, people should scrutinize and define the meaning of words such as 'nation,' 'state,' 'will', 'national interests' etc. through which the skilful propagandist deceives his victims.

8. *Make a precis of the following in about a third of its length.*

From the very outset philosophy came forward as a science, as the only science. The highest and most certain knowledge was the aim which inspired its disciples. The fact that the question could be raised as to whether it was a science at all can only be understood in the light of the development of the specifically modern sciences, which came to fruition in the nineteenth century, mostly without the aid of, often in opposition and finally in a spirit of indifference to philosophy. When the demand was now made that philosophy should be a science, something different was meant from what was meant in earlier ages—namely, that it should be exactly like these modern sciences and equal to them in the effectiveness of its results. If it could not do so, then it was said to have lost all purpose and might be allowed to disappear.

Some decades ago, it was a widely-held view that science closed its innings when all the sciences split up into separate disciplines and left the bosom of this original universal science. After people had become aware of the true bases of the indubitable and universal validity of science, philosophy was said to have been found wanting in the light of these criteria. Its thinking was empty because its assertions were not subject to proof; it lacked the foundation of experience ; its illusions were misleading ; it sapped the forces which should have been employed in genuine research, diverting them to empty talk about universals.

Such was the picture of philosophy seen in the light of science as methodical indubitable and universally valid knowledge. Could philosophy as a science hold its own against this attack ? There were two reactions.

First, it was accepted that the attack was justified. The representatives of philosophy, therefore, withdrew to more limited problems. If philosophy is finished, because it has given up all its themes to the sciences, there still remains the history of philosophy, first as a factor in the history of the sciences themselves, then as a phenomenon of intellectual history in general, as the history of the errors and anticipations, of the process of liberation in the course of which philosophy has made itself superfluous. The history of philosophy has, finally, to keep alive the knowledge of the philosophical classics, which, although devoid of any scientific significance, are nevertheless worth reading for their style and general atmosphere.

Others followed the modern scientific outlook by rejecting philosophy as known hitherto, and tried to refound philosophy as a strictly scientific discipline. They, therefore, took up the problems common to all the sciences, and which must, therefore, be reserved for philosophy. To regain its reputation, philosophy now made itself the handmaiden of the sciences, imitating them and showing a humble willingness to serve them. The result of this first reaction appears to be the idea held to-day that philosophy is just one science among others, one department promoted like all the rest, by specialists, with its own narrow circle of experts, congresses and journals.

Opposed to this view was a second reaction. The attack on the existence of philosophy was countered by the total rejection of philosophy's claim to be a science. Philosophy, it was declared, was in fact not a science at all. It was a soaring emotion or longed for death observed with a wakeful eye. Some indeed, went even further, and claimed that it was beside the point for philosophy to bother about science since it had already recognized the futility of all scientific truth. The modern sciences were leading man up the wrong path, especially by reason of the disastrous effects of nationalism on the soul and on life in general. Philosophy, these men argued, was not a science but was precisely on that account in touch with the real truth.

Both reactions seem to imply the end of philosophy. For whether submissive to or disowning science, in both cases it ceases to be philosophy.

In the last decades the apparent triumph of the sciences over philosophy has created a situation in which an attempt is being made to rediscover the true nature of philosophy from many different points of view. When it has been found, the underlying principles and practical application of the relationship between philosophy and science will also have been defined.

The full weight of this problem can be understood if its historical origins are recalled. It has developed from the bewildering interaction of three different themes. These are, first, the meaning of modern science; secondly, the old and constantly-renewed attempt to achieve a totality of knowledge through philosophy and thirdly, the philosophical concept of truth as illuminated for the first and for all time by Plato.

First, then, the modern sciences which have developed in the last few centuries have introduced a new mode of scientific thinking into the world, which did not exist in Asia, in classical antiquity or in the Middle Ages. It is true that the Greeks were already in possession of science as the methodical pursuit of universally valid knowledge. But the modern sciences have not only given more precise expression to this basic purpose of all science but they have given new shape and new foundations to the meaning, scope and unity of their own research. Let me touch on some of their basic characteristics.

Nothing is indifferent to modern science. Everything, the smallest and the ugliest, the furthest and the strongest, whatever really exists anywhere, is relevant by the mere fact of its existence. The scope of modern science has become universal. Nothing can escape its grasp. Nothing is to remain hidden or suppressed, nothing to remain a secret. Further, modern science is incomplete on principle, advancing into infinity, whereas the science of antiquity came forward in all its forms as a finished product. Modern science has understood that a universal conception of the world, explaining reality on the basis of a few principles only, is scientifically impossible.

The sciences of the classical age remained scattered and unrelated to each other. They lacked the idea of real completeness. The modern sciences, on the other hand, look for the universal bond of connection between themselves. Whilst a truly comprehensive conception of the world is beyond their scope, they are not unable to conceive the idea of a cosmos of the sciences. Because each individual science is dissatisfied with its own isolated knowledge, it seeks a closer association with all available knowledge.

The modern sciences do not attach much importance to the mere possibilities of thought. They consider an idea as valid only in so far as it is the expression of definite knowledge; only if it has proved its worth by discovering new facts, and only if it allows of infinite modification. Thus ancient and modern atomic theories coincide in certain common conception of pattern. But the ancient theory was only a ready-made interpretation of possibilities, whereas the modern theory is continuously transformed according to practical results, and is considered merely as an instrument of research.

(*Ministerial Service, Higher Grade Examination*)

VII

Precis of Passages Containing Direct Speech

In regard to the treatment of passages in the first person or in dialogue, the general principles of precis-writing remain the same, though a slightly different method is adopted in dealing with the details. *Passage of*

Direct Speech must always be summarised in reported speech i.e., third person narrative, the rules of which should be mastered by consulting a standard book on Grammar. The essential points governing this kind of exercise may be summed up thus :—

(*i*) All tenses are put into the past : 'shall' becomes 'should', 'will' becomes 'would' and so on.

(*ii*) The third person must be used throughout.

(*iii*) Questions and exclamations require the use of an introductory verb or short phrase.

(*iv*) 'This' becomes 'that', 'now' becomes 'then' ; 'here' becomes 'there' and so on.

A few short examples will show how these principles of reported speech are used in making precis.

1. "I am not altogether sure in my own mind that you, my friend, will prove successful in the position into which you have just stepped."

Precis.—He was doubtful of his friend's success in the new position.

2. He said, "Do you still hold to your former opinion ?" "Yes", I answered, "for I have heard from you no good reason why I should change it."

Precis.—In response to an enquiry about his opinion he said that it had remained unchanged.

3. *Passenger.* Can you tell me from which platform the train to Liverpool starts ?

Porter. No. 16, sir.

Passenger. And at what time does it leave ?

Porter. At 5-30, sir.

Passenger. Will there be a dining-car to that train ?

Porter. Yes, sir, most of these long distance trains have a dining-car attached. Shall I take your bag to the right platform ?

Passenger. If you please. But I must get my ticket first.

Precis.—Answering the queries of the passenger the porter said that the train to Liverpool started at 5-30 from platform No. 16 and had a dining-car attached to it, and offered to carry the passenger's bag which he was allowed only after obtaining the ticket.

Now we might work out a few long passages of Direct Speech.

1. **Letter from Brown to James.**

"You will easily recognise from my dreadful, shaky, sprawling writing that my hand is not at its firmest—that it is, in fact, most sorely afflicted with rheumatism and all kinds of cramping and uncomfortable pains which make it no easy or pleasant task to write. But I hope that the news I have to send you will more than compensate you for the trouble and vexation you will have in piercing through these hieroglyphic mysteries. They are the result of my illness, and you must not think that I have deliberately set out to make it as hard a task as I can for you to penetrate the trembling disguise of inky signs behind which my thoughts lurk on this paper."

Precis. "Brown, in his letter to James, said that his bad writing was due to the pains in his hand. He hoped James would find his news worth the trouble of reading the almost illegible script, and James must not think that he had deliberately made his letter hard to decipher."

2. ' "Let's have in Dick the scholar !" cried Captain Westbury, laughing : and he called to a trooper out of the window—"Ho, Dick, come in here and construe."

'A thick-set soldier, with a square good-humoured face came in at the summons, saluting his officer.

' "Tell us what is this, Dick ?" says the lawyer.

' "My name is Steele, sir," says the soldier. "I may be Dick for my friends, but I don't name gentlemen of your class amongst them."

' "Well, then Steele."

' "Mr. Steele, sir, if you please. When you address a gentleman of his Majesty's Horse Guards, be pleased not to be so familiar."

' "I didn't know, sir," said the lawyer.

' "How should you ? I take it you are not accustomed to meet with gentlemen," says the trooper.

' "Hold thy prate, and read that bit of paper," says Westbury.

' " 'Tis Latin," says Dick, glancing at it, and again saluting the officer, "and from a sermon of Mr. Cudworth's" ; and he translated the words pretty much as Henry Esmond had rendered them.'

Precis. Captain Westbury summoned Dick the scholar. When a soldier appeared, the lawyer, familiarly addressing him as Dick, asked him to explain the document. The trooper demanded that the lawyer should address him more respectfully. When the lawyer did so the soldier told him that the document contained a portion of Mr. Cudworth's Latin sermon which he correctly translated into English.

VIII

PRECIS OF CORRESPONDENCE

The preparation of a precis of letters is not essentially different from the earlier exercises. Only it needs greater concentration and more sustained attention. A few special rules, to be observed in this kind of precis, are given below :—

1. A title must be given for the entire correspondence.

2. The precis should take the form of *a continuous narrative* : it should not be made letter by letter.

3 The events mentioned in the correspondence should be recorded in the precis *in a chronological order.*

4. The date should be mentioned at the beginning, though subsequent dates may be omitted, unless they have a special significance.

5. The topics should be introduced in their logical order.

6. The past tense should be used throughout.

7. Drastic omissions are necessary. Sometimes whole letters or telegrams may be ignored because in official correspondence the same point is sometimes discussed twice, first in a telegram and later in a letter. Repetition should be avoided.

8. Detailed statement, article by article, of a political document or agreement must be properly condensed. This summarising should be governed by the following principle.

(*a*) *Include* (*i*) definite opinions, (*ii*) conclusion, and (*iii*) authoritative statements.

(*b*) *Omit* (*i*) reasons and arguments upon which conclusions and opinions are based, and (*ii*) also examples and illustrations.

9. A precis of correspondence is **very brief**. The summary of a continuous passage is usually *one-third* of the original but a precis of letters is seldom more than *one-twentieth*.

10. Despite its great brevity such precis must maintain the *relative* importance of the essential points in the original matter.

Now we proceed to illustrate the application of these rules in a model precis, which is adapted from F. E. Robinson's "Progressive Course of Precis-Writing".

Correspondence respecting the Insurrectionary Movement in China.

No. 1

Sir C. MacDonald to the Marquess of Salisbury :

(Received January 4.)

(Telegraphic) Peking, January 4, 1900

It is with great regret that I report to your Lordship the murder by a band of anti-Christian rebels of the English missionary, Brooks near the town of Fei Ch'eng, in Shanting Province, where he was travelling. The other members of the mission are safe.

The part of China where the murder took place is very disturbed, and I and my French, American and German colleagues have been making strong representations.

No. 2

Sir C. MacDonald to the Marquess of Salisbury :

(Received January 5.)
(Telegraphic) Peking, January 5, 1900.

Murder of Mr. Brooks : my telegram of yesterday. I have to-day received a special message from the Throne brought by one of the Grand Secretaries expressing profound regret on the part of the Emperor and Dowager-Empress at the death of Mr. Brook.

The capture and punishment of the offenders has been forcefully insisted upon in instructions issued by telegram.

No. 3

Sir C. MacDonald to the Marquess of Salisbury :

(*R*eceived January 20, 1900.)
Peking, December 7, 1899.

My Lord,

At the request of the Municipal Council of Tien-tsin, supported by the Agent of the Hong Kong and Shanghai Bank, Her Majesty's Consul in that city has addressed a dispatch to me asking whether the usual marine guard for the winter months could be furnished.

I accordingly communicated with the Naval Commander-in Chief at Hong Kong and the admiral has instructed the Senior Naval Officer at Wei-hai-wei to furnish the guard asked for, and I have now the honour to report that Captain Strouts, R. M., and twenty-five marines arrived in Tien-tsin on the 4th inst. M. Charles has accepted an offer of the loan of a godown from Mr. G.M. Dickinson, Chairman of the Municipal Council, and is making arrangements for the guard to be quartered there.

I have, etc.

(Signed) Claude M. MacDonald

No. 4

The Marquess of Salisbury to Sir C. MacDonald :

Foreign Office, March 1, 1900.

Sir,

I have received your dispatch of the 5th January relative to the murder of Mr. Brooks, of the Church of England Mission in Northern Shantung.

I approve your action in connexion with this matter and the steps which you took to ensure the protection of the other British missionaries in the district.

I am, etc.
(Signed) Salisbury.

No. 5

Sir C. MacDonald to the Marquess of Salisbruy :

(Received March 15.)

(Telegraphic) Peking, March 15, 1900.

On the 10th instant, I telegraphed to your Lordship with regard to the anti-Christian Societies in Shantung. I have now to report that the late Governor of that Province has been appointed Governor of Shansi. There is no doubt that the main cause of the recent outrages in Shanting was this official's sympathy with the anti-Christian Societies, and the Foreign Representatives here rigorously protested against his conduct.

When reviewing the case of Mr. Brooks to the Yamen I had warned them that I should have to insist upon the punishment of the Governor whose responsibility for the disordered state of his Province is beyond question, in the event that Mr. Brooks' case was not settled to my satisfaction. The Governor had, we understood, been recalled by reason of the missionary disorders, and the United States Minister had formally requested that he be never re-employed

No. 6

Sir Chihchen Lafengluh to the Marquess of Salisbury :

(Received April 4.)

Chinese Legation, 3 April 1900.

My Lord,

On the 10th January last I had the honour to convey to your Lordship the expression of my Government's regret at the murder of Rev. Mr. Brooks, a British

Missionary, at Feichen, in the Province of Shántung, and their assurance that no efforts would be spared in order to visit the guilty parties with condign punishment.

By direction of the Tsung-li-Yamen, I have now to acquaint Your Lordship of the fulfilment of that promise. Of several arrests that had been made of persons accused of having been the perpetrators of the crime or otherwise concerned in its committal, two have been brought to justice and, at a trial at which a British Consul was present, found guilty and sentenced to be decapitated—a sentence which has already been carried into effect. Besides this, the Magistrate of Fiechen, and some of the police authorities of the district, accounted to have been guilty of culpable negligence in the protection of Mr. Brooks, have been cashiered, or had other punishments awarded them of different degrees of severity.

I feel assured that in the exemplary punishment inflicted on the murderers and the officials who were found to have come short of their duty, Her Majesty's Government will not fail to see a satisfactory settlement of the regrettable occurrence, and a proof of the Chinese Government's determination to give the fullest degree of security and protection to foreigners residing or travelling in the country.

I have, etc.
(Signed) Lofengluh

No. 7

The Marquess of Salisbury to Sir Chihchen Lofengluh.
Foreign Office, April 11, 1900.

Sir,

I have the honour to acknowledge the receipt of your note of the 3rd instant relative to the murder of Mr. Brooks, a British Missionary, at Fiechen, in the Province of Shantung, in which you inform me of the punishment inflicted on the murderers as well as on the officials who were found to have failed in their duty in connection with this occurrence. You state that Her Majesty's Government cannot fail to see in the action taken in the matter by the Chinese Government a determination on their part to afford the fullest degree of security and protection to foreigners residing or travelling in the country.

While thanking you for your communication, I have to point out to you that no punishment has been inflicted on the late Governor of Shantung, who must be held primarily responsible for the lawless state of affairs existing there, and that this official, according to information which has reached me from Her Majesty's Minister at Peking, has been transferred to the Governorship of another province.

In these circumstances Her Majesty's Government are unable to regard the present settlement of the case as wholly satisfactory.

I have, etc.
(Signed) Salisbury.

Notes on the Correspondence

No. 1 gives the key note to the whole of the correspondence, *viz.*, the murder of Mr. Brooks, its approximate date, its connection with the lawless condition of the district and the action taken by certain Foreign Representative about it.

No. 2. The attitude of the Chinese Government is, of course, important, but the information contained in this telegram is vague, and one has to look for more definite facts in the other documents. *This telegram can be disregarded.*

No. 3 introduces a topic of some consequence but as it is not mentioned elsewhere in the correspondence *it must be ignored.*

No. 4. The first paragraph is a mere formal acknowledgement of the receipt of No. 2, *and may be disregarded.* The second paragraph is also formal and *may be omitted.*

No. 5. This is important as fixing responsibility for the murder of the Governor.

No. 6. As the first paragraph is formal *it can be ignored.* The second paragraph is important but the third is formal.

No. 7, The first paragraph, though the longest, is formal and unimportant. The second and the third are important as they bring out the dissatisfaction of the British Government with the measure taken by the Chinese Government. With the help of the above notes a precis of the correspondence is made as follows :

Precis
of
Correspondence respecting the Insurrectionary Movement in China

In January 1900, the British Government were informed of the murder of Mr, Brooks, an English missionary, near Feichen in the Chinese Province of Shantung. This was the outcome of disorders caused by anti-Christian Societies with which the Governor of the Provinces himself sympathized.

On representations being made by the Ambassadors of Great Britain, America, France and Germany, two of those concerned in the murder were executed and various minor offenders otherwise punished. Being informed, however, that the Governor though, removed from Shantung, had been appointed to the Governorship of another province, the British Government wrote on the 11th April 1900, to the Chinese Government, stating that as this official was primarily responsible for the lawless condition of Shantung, they were unable to regard the incident as satisfactorily closed.

Drafting

DRAFTING

I. What is a Good Draft ?

Drafting letters and reports, especially of an official nature, is an important and delicate task for candidates taking competitive examinations. Hence the need to learn the essentials of a good letter. As a general rule, such letters should succeed in *conveying effectively the desired message*, This aim can be achieved if the letter is

(*a*) Intelligible, clear and unambiguous ;

(*b*) Interesting and not annoying ;

(*c*) Polished in language and in good taste ;

(*d*) Brief, easy and simple.

In addition to these qualities a good letter should be written in a neat, legible hand, free from inaccurate spellings or errors of grammar and idiom and properly punctuated. One may, perhaps regard handwriting, spelling and punctuation as unimportant and concentrate on the subject matter alone, but that is not proper. All these things count and count a great deal.

Before going into the details of various types of official correspondence it is necessary to say a word about cultivating a proper style. This can be aquired only by a careful and attentive study of standard works in English, first rate official authentic correspondence along with frequent consultation of good books on English Composition, such as 'Hints on the study of English by Rowe and Webb' and 'King's English by Fowler'. The limited space at our disposal does not permit us to go into the details of the subject : we shall content ourselves with giving a few useful hints and suggestions below :—

(*i*) Cultivate a simple and straight style. Avoid 'fine writing' or attempts at high-flown, figurative or rhetorical style.

(*ii*) Be brief but not at the expense of clarity.

(*iii*) Write short sentences, though they may occasionally be varied with comparatively long ones.

(*iv*) Sentences should follow in a logical order.

(*v*) The opening sentence of a paragraph should be generally short.

(*vi*) One paragraph should as far as possible, contain only *one* point.

(*vii*) Avoid slang, colloquialism, archaisms, Americanisms, foreign phrases, pedantic expressions, stereotyped phraseology, tautology and quotations and superlative adjectives.

(*viii*) Below is given a list of expressions which may be avoided :-

1. *To give the sack* (to dismiss)
2. *To give a leg up* (to help).
3. He had the *cheek* (impudence) to oppose him.
4. *Skunk* (a hateful person).
5. *Stinker* (an annoying, harsh letter).
6. *Bunkum* (nonsense).
7. *Smell a rat* (suspect).
8. To feel *funky* (nervous).
9. *Shoals of replies* (large number of replies).
10. *A brick* (a popular person).
11. *Quid* (a pound).
12. *Bob* (a shilling).
13. *To hand*—It is now a meaningless phrase.
14. *Your esteemed favour*—It is too servile.
15. *Contents noted*—mere superfluity.
16. *As per*—'According to' should be used instead.
17. *And oblige*—Regarded as out-moded.
18. *For your information*—Betrays bad manners.
19. *I take the liberty*—Out-of-date.
20. *Assuring you of your prompt attention*—Used only in business letters soliciting goodwill of customers.
21. *Exam.* for examination.

22. *Loony* for lunatic.
23. *Nervy* for nervous.
24. *Specs* for spectacles.
25. *Comfy* for comfortable.
26. 'The 15th and 16th *instants*' for 'the 15th and 16th instant.' 'Instant' in such a phrase is *an adjective.*

II. 1. Official Letters—Its Parts

An official letter consists of the following parts, the significance of which should be properly grasped :—

(*i*) The Heading *i.e.*, the Address of the writer.
(*ii*) Reference symbols, numbers etc. and date.
(*iii*) The Salutation or form of address.
(*iv*) The Body of the Letter.
(*v*) Subscription or Complementary close.
(*vi*) Signature and Designation.
(*vii*) Enclosures.

(*i*) The Heading.

This part of the letter consists of the address of both the writer and the addressee. The address of the writer is written first beginning with the word "From", written close to the margin. The address is put down a few spaces to the right of the margin in the second line. The address may or may not include the name of the writer : only his official designation may be mentioned. The same holds good in case of the addressee though he is generally addressed by name. Proper care should be taken in writing the names of the writer or the addressee. In official correspondence in the Government of India now-a-days the title 'Shri' is prefixed to the names of the addresese, but if any other respectful title like 'Pandit,' 'Mirza,' 'Chaudhri', 'Captain,' 'Reverend.' 'Dr.' 'Professor,' 'Sir' etc. is used 'Shri', or 'Mr.' should never be placed. 'Esquire' is used only after the name. *Both 'Mr., or 'Esquire' are never used together. Similarly forms such as 'Reverend C. Jhonson Esqr.' or 'Colonel M. Singh Esqr.'* are absolutely wrong.

The address should be carefully punctuated. For instance, a full stop must be placed after every abbreviation (M. A. or LL. B.) and a comma after each academic degree, title or official designation.

Gazetted officers or officers of their rank generally write their personal name, along side of their official designations. Non-gazetted officers write their official designations only.

The address of the addressee is written below the address of the writer preceded by the word 'To'.

Illustrations

From
The Chief Executive Engineer,
East Punjab,
Ambala.
To
The Director of Irrigation and Public Works,
East Punjab,
Ambala.

From
R. K. Rangan, Esqr., M. A.,
Assistant Secretary to the Govt. of India.
To
Shri R. P. Khanna, M.A., Ph. D.,
Lecturer, Agra College,
Agra.

Note. Letters to provincial Government are addressed to the Chief Secretary or Secretary in the Department concernd, *e.g.*,

From
N.C. Chaterjee, Esq., M. Sc.,
Offg. Secretary to the Govt. of India,
Defence Department.
To
The Chief Secretary to Government,
Assam.

Note. When an officer is officiating, the word, "Officiating" is not mentioned before his official designation in a letter addressed to him. But the officiating officer would mention this when he writes to somebody.

(*ii*) Reference Symbols and Date.

Official communications bear reference symbols and numbers along with date. There is, however, no fixed rule for writing the number and date at a particular place in the letter, Each officer has its own practice.

Examples

No. 10572/–U/48—SRB.
Government of India.
Ministry of Home Affairs,
Special Recruitment Board.

From
R. K. Kangan, Esqr., M.A.,
Assistant Secretary to the Government of India.

To
Shri R. K. Dubey M. Sc., L. T..
Research Scholar.
St. Stephen's Research Institute,
Banglore.

New Delhi–3, the 31st January, 1950.

From
Shri Parmanand, M. A.,
Secretary, Board of High School &
Intermediate Education,
Uttar Pradesh.

To
Shri K. N. Bhatnagar, M.A.,
Lecturer, Gokalpura,
Agra.

No. M/I 11342–60 Dated Allahabad 5th Jan., 1947.

No. 5163

From
The Government of India,
Ministry of Education.

To

The Vice-Chancellor,
Muslim University, Aligarh.
New Delhi, the 5th April, 1948.

In official letters the date should be written properly as shown above. *It is not necessary to Write 'dated' always.* The name of the month can be written in an abbreviated form. Some *improper* forms of writing dates are given below :—

Feb. 20th, 1930 ; 10 Dec. 1937 ; 19/9/1947 ; 6.x.48 ; 5.2.50 ; 13/7/46.

These dates should be written *correctly* thus :

Feb. 20, 1930 ; 10th December, 1937 ; 19th September, 1947 ; 6th October, 1948 ; 5th February, 1950 ; 13 July 1946.

(*iii*) Salutation.

In official letters the salutation is generally 'Sir' or 'Madam', as the case may be. It is written just near the margin and below "To". It is always followed by a comma and *not a semi-colon or full-stop, e.g.*,

From

K. N. Mathur, D. Sc.,
Director, Agricultural Reseach Institute,
Kanpur.

To

The Principal.
B. R. College,
Agra.
No. 437. Dated 27th December, 1948.

Sir,

(*iv*) The Body of the Letter.

This is the most important part of the letter. The following instructions should be followed in this respect :-

(*a*) All official letters are written in the *first person singular*. Hence the use of 'we' should be avoided.

(*b*) As a rule *one* official letter should deal with *one subject only.*

(*c*) The letter should begin by referring to previous communications or correspondence on the subject. If there are several communications to be referred to, it is better to make a list of them in the margin.

(*d*) The letter should be divided into paragraphs which should be numbered to facilitate cross reference. Each paragraph should deal with one idea. A letter may be divided into three main parts : the first should deal with a brief reference to the subject, the second with the exposition of facts and the third with the conclusion, orders or instructions.

(*e*) An official letter generally begins with any one of the following phrases according to the nature of the subject :—

(*i*) In reply to your letter No...........dated...............

(*ii*) In continuation of my letter No......dated...............

(*iii*) With reference to your letter No.................... dated.........

(*iv*) With reference to the correspondence ending with your letter No.........dated......

(*v*) In partial modification or supersession of the instructions contained in the Department's letter No......dated.........

(*vi*) I have the honour to acknowledge the receipt of your letter No.................dated...............addressed to...

(*vii*) I am directed to refer to your letter No......... dated...........

(*viii*) I am directed to address you on the subject of.........

(*ix*) I am directed to request you.

Note. It should be kept in mind that all Secretariat Officials, like Secretaries, Deputy or Under Secretaries or Registrars, who write letters under instructions from the Government should begin with expressions like "I am directed to", "I am desired", "I am ordered", "I am to say" or "Under instructions from the Minister I am to say" and similar phrases.

The phrase "I am directed to" or any other simila phrase should be used only once in the draft and for al repetition "I am to" should be considered enoug Similarly, while making a reference in the draft a particular phrase should not be used every time, but othe equivalent phrases may be employed to avoid monoton "With reference to", "With respect to", "Advertin to", "With regard to" are some of the phrases whic may be conveniently used for purposes of reference.

(*e*) Subordinate officers use the word "submit" whe sending papers to officers for orders, sanction or consideration, but superior officers use "forward" when sendin papers to their subordinates for report, information o compliance.

The word "request" and not "solicit" should b employed towards an inferior. Terms like "oblige", "pray "beseech", "respectfully", "beg to lay", "you will b graciously pleased" should be avoided in an official letter.

(*f*) Reference to an officer in a draft is made by hi designation and not name, as "The Director of Water-works and Irrigation" or "The Post Master General Personal titles and service abbreviations like M.A., C.S.I., K.C.S.I. are not mentioned along with the official designation. It would thus be wrong to say "The Director o Water-works and Irrigation, M.A., C.S.I."

(*g*) In referring to officials holding honorary rank th word "Honorary" is omitted as Captain G. C. Shukl *not* Honorary Captain G. C. Shukla.

(*h*) Letters intended for a department should be addressed to the head of the Department, even thoug the letter received bears the signature of a subordinat officer. Thus if a letter is received, signed by th Assistant Inspector General Police, the reply to it shou be addressed to the Inspector General Police.

(*v*) **Subscription or Complimentary Close.**

Formerly the form "I have the honour to be, Sir, your most obedient servant" was used, but now it has been replaced by "*yours faithfully*". The form is used by officers of all ranks.

(*vi*) **Signature and Designation.**

Signatures should be legible and clear, and not followed by titles, degrees or "Esquire." Rank and Corps may be mentioned in case of military officers.

Thus it would be wrong to sign "P. L. Sharma, M. A. Ph. D." or "Ram Singh, Col., C.S.I.," but Ram Singh, Col." is correct.

The designation of the officers under whose authority the letter is issued should be given under the signature.

(*vii*) **Enclosures.**

The number of documents attached should be put down in the bottom left-hand corner of the letter as "Encl. 3."

Illustrations

No. I. C. 89—K.S.T. 134

From

The Secretary to the Government of India,
Ministry of Finance.

To

The Chief Secretary to Government,
East Punjab,
Dated New Delhi............1953.

Subject : Grant of loans to refugees.

Sir,

The Government of India have under consideration petitions submitted by a large number of West Punjab Hindu and Sikh refugees in which they pray that they may be granted loans ranging from Rs. 500/- to Rs. 5000/- to enable them to start life on their own once again.

2. This request is grounded by the petitioners on the fact of having lost all their movable and im-

movable property and other sources of income. The Government of India are inclined to think that the request, though right on principle, cannot be granted without modification. The appended statements show that the number of such petitioners is too large and their demands too high and exaggerated to be complied with without careful scrutiny. Moreover, the Government of India are not in a position to shoulder the entire financial strain involved in any scheme that may be evolved to give monetary aid to the refugees.

3. I am, therefore, directed to request that the Government of India may be favoured with the views of the East Punjab Government on the matter, especially the extent of the financial aid the latter Government can give.

Yours faithfully,

Encl., Two ....

Assistant Secretary.

No. 3748/1 N (c)
Office of the Principal,
Military Academy,
Dehra Dun, the 6th Feb. 1950

From
The Principal,
Military Academy, Dehra Dun.
To
Shri M. M. Bhandari, M. A.,
31, Civil Lines.
Allahabad.

Sir,

I am directed to inform you that you have been selected by the Government of India for appointment as a Lecturer in History in the Military Academy against one of the vacancies available in the Inter Services Wing of the educational scheme.

2. You will initially be appointed on a renewable contract for five years.

3. Your post is temporary but liable to be permanent.

4. The scale of pay admissible to you would be Rs. 500-30-800. You will be governed by the Leave Rules applicable to the Gazetted Officers of the Military Department.

5. If the offer is acceptable to you on the above terms and conditions, you should please forward to this office the enclosed acceptance form duly filled.

6. Your appointment would take effect from the date you report for duty to this office. Your initial pay and seniority will be governed by the orders contained in Defence Ministry's Office Memorandum No. 485/48 dated 13th October, 1949, relevant extracts of which are enclosed.

Yours faithfully,
(Signature)
Principal

Encl.

Copy to :—

1. The Ministry of Defence.
2. The Secretary, Federal Public Service Commission.

No...............

From

K.L. Sathey Esq., I.A.S.,
Chief Secretary to the Government of M.P.

To

Lt. Col. R.M. Borgaonkar, F.R.S.,
Director-General of Military Hospitals,
Madhya Pradesh.

Dated Nagpur, the 10th Jan. 1949.

Sir,

In reply to your letter No...........dated the 17th November, 1948, I am directed to refer to the rules in Part III of Volume VII of the M.P., Hospital Manual, governing the grant of Travelling Allowance to officers entitled, during hot months, to recess on hill stations. Under rules 7 and 9 Travelling Allowance is admissible to such officers only for one journey from Headquarters to the Hill Station and back.

2. I am to make it clear also that if in the interest of public service such officials are required to visit the plains during the hot weather, they have to do so at their own expense.

Yours faithfully,
(Sd.) K. L. Sathey
Chief Secretary to the Government of
M.P.

III. Forms of Official Correspondence

Official communications are divided into the following headings :—

1. Letter
2. Demi-Official Letter
3. Memorandum
4. Endorsement
5. Circular Letter
6. Notification, Notice and Advertisement
7. Resolution
8. Communique
9. Telegram
10. Reminder
11. Memorial.

The first of these forms, Official Letter, has been fully discussed and illustrated in the foregoing section. Hence we shall now confine ourselves to the other ten forms.

2. Demi-Official Letter.

The chief characteristics of a demi-official letter are :—

(*i*) It is written when the matter is private, personal, confidential or additional information is required.

(*ii*) In urgent cases, it is used to save time.

(*iii*) It is addressed by name to an officer, and is therefore, opened by the officer himself.

(*iv*) Its form is different from that of an official letter.

(*v*) It is written in a personal and friendly tone.

(*vi*) It is drafted in the *first person singular*.

(*vii*) The place and date is put down above as in commercial letters.

(*viii*) The address of the addressee is given at the left-hand bottom corner below the signature.

(*ix*) *The Salutation* is "My dear Mohan Singh" "Dear Mohan Singh" "Dear Shri Mohan Singh" according to the degree of acquaintance between the writer and the addressee.

(*x*) *The Complimentary Close* varies according to the Salutation—being in the same order, "Yours Sincerely" or "Yours faithfully."

(*xi*) It is signed, by the officer without mentioning his designation.

(*xii*) It may or may not contain the number.

(*xiii*) Demi-official letters should not be quoted or referred to in Official Communications, unless, they have been supplemented by an official letter.

(*xiv*) Demi-official correspondence should never be brought on proceedings without a specific order to that effect by the officer concerned.

Illustration

MINISTRY OF LAW AND ORDER

Government of U.P.,
Lucknow.
Dated the 14th Dec. 1949.

My dear Misra,

It has just come to my knowledge that some communist students of your district have joined hands with a few underground R.S.S. workers and are contemplating to indulge in subversive activities. As such an action is likely to jeopardise the peace of the district in these tense days, may I request you to please take prompt action and prevent any untoward events.

Yours Sincerely
....

To
...........Esq. I.A.S.,
District Magistrate.
.................District.

Ministry of Food and Agriculture,
Government of India,
Dated 9th Feb. 1948.

D.O. No. A.C. 376.

My dear Shri Ram Das,

Please refer to your D. O. letter No. 473-1C, dated 17th January 1948. I do not quite understand how the Food Drive Campaign is being impeded by the indifference of the officers you have mentioned. Would you, therefore, kindly send me the necessary details and oblige.

An immediate reply will be appreciated.

Yours Sincerely,
K. B. Bhartia.

To
R.D. Agarwal Esq.,
Deputy Commissioner,
16, Jaswant Singh Road,
Delhi.

3. Memorandum.

It is a brief official communication employed either for one department or inter-departmental purposes. It is also used for replying to public petitions.

It is written in the third person singular and is numbered and dated. It is always signed by the sender.

It is ordinarily used in replying unimportant letters or in returning or forwarding documents, papers or letters with some remarks.

Illustration

No. 431/D.O.C.
Union Public Service Commission,
New Delhi, the 17 March, 1951.

Memorandum

With reference to his letter dated the.........asking for a copy of the new rules for recruitment to the Indian Administrative Service, the Indian Police Service and certain Gazetted posts in the Central Secretariat by competitive examination, Shri.........is informed that a copy of the rules will be supplied when they are printed,

(Signature)
Secretary
Union Public Service Commission.

4. Endorsement.

It is the briefest form of communication and is employed generally in sending documents in original or in returning and sending a document to a co-ordinate or subordinate office. This form should not be used in addressing the Government of India or officers who are not subordinate to a local Government.

Endorsements contain no salutation and are written in the third person. An endorsement is always numbered and dated and given the name of the forwarding office. It is signed by the sender who also mentions his designation.

Illustration

Government of East Punjab,
Finance Department.
No.............
Dated Ambala the ....1953.

A copy is forwarded to the ...., Punjab, for opinion, with reference to the correspondence ending with his letter No. . . . . . date. . . . . . .

(Signature)

(Designation)

Other Specimens of Endorsements.

1. Copy forwarded to . . . . .for favour
of opinion
report
necessary action

2. Copy forwarded to. . . . . .in original, to be returned for information and $\frac{\text{guidance}}{\text{early compliance}}$

3. Copy forwarded to. . . . . .for favour of circulation among the staff.

4. Returned to the petitioner with the information that the petition he wishes to make to the President must be submitted through the Local Government.

5. Circular Letter.

A communication addressed to a number of persons is called a circular letter.. It may be written as a letter or as an endorsement.

It is drafted in the first person and addressed to several Governments, departments or officials, one copy being sent to each.

Care should be taken that circulars are not issued indiscriminately. An important circular should always be accompanied with a sufficient number of copies of its vernacular translation.

Illustration

From
R. S. Naidu, I. A. S.,
Secretary to the Government of India,
Ministry of Law.

To
All District and Sessions Judges,
Uttar Pradesh.

Dated 17th April, 1949.

Sir,

I am directed to forward a copy of letter No. 1734/C. L./4 dated 8th January, 1949 from the Advocate-General in India and to request you kindly to intimate the procedure followed in your district in regard to the attachment of property of widows under Section 72 of the Hindu Code Bill.

An early report will be appreciated.

Yours faithfully,
(Signature)
Secretary to the Government of India.

6. Notification, Notice and Advertisement.

A 'Notification' is a formal announcement intended for the general public. It is written in the third person numbered, dated and signed by the Secretary of the Department who issues it.

Illustration

MINISTRY OF DEFENCE

Part A

Notification

(Navy Branch)

New De[illegible]uary, 1950

No. 297—An [illegible]ection of cadets for entry to t[illegible] commissioned ranks of the R[illegible] at Allahabad, Bombay, Ca[illegible]r on the 21st June, 1950 [illegible]ation will be conducte[illegible]ission.

2. T[illegible] as a result of this ex[illegible] at present. It is antici[illegible] be offered.

Ca[illegible] application form the order [illegible]ree branches—Executive, [illegible]retariat—if they wish to con[illegible]

3. [illegible] written examination will be[illegible] a Services Selection Board, [illegible]endations to the Government of [illegible]ction of cadets for appointment to th[illegible] offered at the examination.

4. Candidates for admission to this examination must have been born not earlier than the 2nd January 1931 and not later than the 1st January 1933. The age limits can in no case be relaxed.

5. Particulars relating to educational qualifications and subjects prescribed for the examination are stated in the rules prescribed for the examination, and published in

the Ministry of Defence Resolution No. 298, dated the 14th February 1950.

6. A candidate who desires to appear at the examination is required to submit his application in the prescribed form with the necessary documents in accordance with the "Instructions to candidates regarding the filling up and submission of applications". Applications must reach the Union Public Service Commission, Council Chamber, New Delhi, direct on or before the 1st April 1950.

……

H. M. Patel, Secretary.

first person and a
tments or officials, one

be taken that circulars are

No. 37. An important circular shou ed a Sessions
Judge, New with a sufficient number of co with effect
from the 1s anslation.

Illustration

ernment

I. A. S.,
to the Government of India,
Uttar Pradesh G istry of Law.

Our recent pub l Sessions Judges, li) and
Doosra Sal (Urdu) adesh. of the
nation-building acti India in
various departments Dated 17th April independence and certain num ward a copy of let statistical details. These copies (pric 1949 from the Are obtainable from The Publications Bureau Information Directorate, U. P. Government, Council House, Lucknow.

(Signature)
Superintendent
Government Printing, Uttar Pradesh.

7. Resolution.

It is a communication containing the views or intentions of a government, regarding important matters. It is not addressed to anybody in particular. It is written in the third person, and has neither salutation nor complimentary close. Resolutions are not drafted by one below the rank of Under-Secretary and are signed by the Secretary to the Government. A Resolution has three parts *viz.*, the preamble, the resolution and the order. The preamble consists of a reference to all the principal papers, the circumstances of the case together with a short review of the argument. The Resolution embodies the decision of the Government, while the order gives instructions for the action to be taken.

The names of the Gove[illegible]ent and Department of Issue are first mentione[illegible]

The fact whe[illegible]so to be published in the Gazette [illegible]

New[illegible] your su[illegible]o. 298. The Gover[illegible] are [illegible] the spirit [illegible] the [illegible]llowing rules for t[illegible] are [illegible]ed [illegible]missioned ranks (per[illegible]avy. Candidates will [illegible]ta[illegible]hich will be held by t[illegible] on the 21st June 1951[illegible] business [illegible]llahabad, Bombay, Calc[illegible]always fo[illegible] Those who qualify at th[illegible]ssu[illegible] Personall[illegible] required to appear befor[illegible] accc[illegible] the[illegible]ich will make recommenda[illegible] al ord[illegible] cadets.

1. ....

2. ....

Ordered that the [illegible]on be published in the Gazette of India.

(Signature)

Secretary to Government of India.

8. Communique.

Communiques are generally intended for giving wide publicity to Government decisions or important news regarding policy, war or peace treaty or a recognition of a new government or even an exchange of diplomatic representatives between countries. The Information Bureau of the Government sends the communiques to the press. Communiques do not have any salutation or complimentary close.

Illustration

Communique.

Calcutta, the 15th Feb. 1950.

"The situation in Calcutta was normal today with practically no incidents. At one place there were two attempts at stabbing in bot[illegible]hich the miscreants were arrested. There were [illegible] petty arson in the Manicktolla area. [illegible]fected area was quiet except fo[illegible]he city having returned to no[illegible]jority of the shops that we[illegible]fternoon.

"As a prec[illegible]few will continue in [illegible]d night curfew in the[illegible]ted.

"In Howra[illegible] There have been only [illegible] cases of assault during [illegible]

"In view of t[illegible]ween Calcutta and Dacc[illegible] the two air companies [illegible]ways (India) and Orient [illegible] that maximum facilities [illegible]nt to evacuate from eithe[illegible]on as before and it is expec[illegible] dis- placed out of panic [illegible] full protection will be provided [illegible]

9. Telegram.

They are used for conveying urgent messages. They are brief yet lucid. They contain neither salutation nor complimentary close.

A copy of every telegram is also transmitted by post for the verification of contents.

Illustration

Express State
Telegram No.........
The Marquess of Salisbury London.

Tien-tin, June 15, 1900

"On the evening of 13th June the Boxers entered Peking and destroyed the old Custom-house quarters and the establishments of several Missions.

It appears that many Chinese were massacred, but that there were no casualties among the Europeans.

Consul Charles."

10. Reminder.

Reminders are [illegible] the attention of an officer to so[illegible], rule or urgent matter.

1. I h[illegible] [illegible]ntion, to this office m[illegible] [illegible]y, 1948, and request[illegible] your su[illegible] p[illegible]e statement which [illegible] are [illegible] the spirit the

2. [illegible] are [illegible] immediate atten[illegible] [illegible]t January, 1950. [illegible]

11. [illegible] business with [illegible]

M[illegible] always found [illegible] or perso[illegible] assu[illegible] Personally we sh[illegible] persor[illegible] them a cred[illegible] are wri[illegible] [illegible] ord[illegible] [illegible]en the ske[illegible]

To

His Exc[illegible]
....

Governor of Uttar Pradesh

Humble memorial of..
regarding....................................under................................,.......
(Rules)..............................

May It PLEASE YOUR EXCELLENCY
THE HUMBLE MEMORIALIST MOST
RESPECTFULLY SHOWETH :—

1. That your humble memorialist was..

2. That............ ....

3. That it is prayed..

Your Excellency's most humble memorialist
....
....

Enc............ first person and a
Dated,.........the tments or officials, one

be taken that circulars are

Letters in An important circular shou pers should
be written, k with a sufficient number of cop —
nslation.

(*i*) Th ditor of
the *Illustration* taff.

(*ii*) Th I. A. S.. "Sir".
Bring to the Government of India, ation
w of th G istry of Law.

(*iii*) and Dacc ubl Sessions Judges, ibly:
companies)
ia) and Orient adesh.
aximum facilities th lecent
cuate from eithe ts Dated 17th April
and it is expec num ward a copy of let ecisely.
out of panic es (pric 1940 from the Paragraphs.
ill be provided ations Bureau info bject. The
the Co ncil House, L good taste.

(*iv*) The letter m signed and the address
given.

If the writer wants to publish the letter anonymously
he should say so.

Illustrations

1. Dishonest Historians

To the Editor of the 'Amrit Bazar Patrika'

Sir,

Through the columns of your esteemed daily I would like to draw the attention of our National Government to a matter of great public importance. There is a hue and cry for the trial of black-marketeers and corruptionists all over the country. To this list one more class should be added. They have committed such crimes against the country and the Nation which are even unknown either [illegible]lic or to our government.

I demand [illegible] historians who have with th[illegible]ir private purses and to plea[illegible]e committed a very seri[illegible] society should be pur[illegible]

D[illegible] your su[illegible]ad a series of books are [illegible] the spirit the [illegible] These books con[illegible] are [illegible]ed [illegible] facts. Our gre[illegible]iled as brave fig[illegible] dubbed as [illegible] business with [illegible]y and fai[illegible] always found [illegible] in Ind[illegible]ersonally we sh[illegible]e Nan[illegible] them a credi[illegible]e black[illegible] al ord[illegible] is the ca[illegible] w s [illegible]ionally invented [illegible] vo[illegible]deeds of the British [illegible]

The first organized [illegible] our pa[illegible]to free India from foreign domination has been mistermed as "Mutiny". It is high time that such people who poisoned the minds of our young generation for several decades and lowered the names of our past Patriots are sent for trial. Their proper place is the detention camp and not the University.

Their books should be burnt and proscribed and not prescribed for students to further poison their young and delicate minds,

Calcutta.......................1950. Yours, etc,

Fairplay.

2. Railway Accidents

To the Editor of "The Hindustan Times"

Sir,

In an article headed "New Hazards to Railway Tavel"
written by a correspondent in your paper a doubt has been
expressed as to wheth Administrations take
effective measures t d deal adequat-
ely with those wh the accidents. I
am directed to y Board and
Railway And importance
to safety in op orders all
accidents, exc e always
investigated. d out
Government I ommu-
nications and tions;
they have th dent.
Telegraphic ame-
diately gv hent
Inspector and Dacc uiry
himself companies of
of and Orient the
aximum facilities pted.
vacuate from eithe d and
res and it is expec rmine
adqua out of panic held
respon ill be provided oppor-
tunity to is imposed.
In cases of letal ne cution of the staff at
fault is sanctioned.

first person and a
ments or officials, one
be taken that circulars are
An important circular shou
with a sufficient number of co
nslation.

Illustration

I. A. S.,
to the Government of India,
G istry of Law.
ubl Sessions Judges,
adesh.

Dated 17th April

num ward a copy of let
es (pri 1949 from the A
ations Bureau info
Co ncil House, L

The object of an "accident enquiry" is necessarily to determine the cause or causes of the accident, to punish the guilty and also to detect and eliminate any locunae in equipment in order to prevent the recurrence of similar accidents. The safety of the passengers is thus the first claim on Railway Administrations,

Yours etc.
Public Relations Officer
Railway Board, New Delhi.

3. Changing of Text-Books

To The Editor "The Hindu"
Sir,

In the present high cost of living parents are finding it difficult to bear the expenses of the education of their children. This difficulty has been enhanced by the greed of the writers and publish[illegible] who manage to influence University author[illegible] education to change the text-books ev[illegible] books are always in demand. If [illegible] politics which go on changin[illegible] nable lapse of time, one can [illegible] ge books on Elementary [illegible] y, and Physical Scien[illegible] s both at the Centre [illegible] blem and do justice [illegible] your su[illegible] roaching and hence [illegible] are [illegible] the spirit the [illegible] are [illegible] ed.

[illegible] no

[illegible] business with [illegible]
[illegible] always found [illegible] at
Derb[illegible] ssu[illegible] personally we sh[illegible]
recon[illegible] em a credi[illegible]
Natio[illegible] al ord[illegible]
Mines [illegible] an fi[illegible]
of the A[illegible] letter [illegible] of
Welfare F[illegible] iscuss
the Association [illegible]

Shinwell has been atte[illegible] ur Par[illegible] onference this week. He returns to London next week when he will invite the Committee Mining Association to meet him.

Draft a letter from Mr. Shinwell to the Secretary of the Mining Association inviting the Association to meet him for the purposes mentioned above.

(*Ministerial I and II Division Clerkship Examination 1931*)

Ans.

To

The Secretary,
Mining Association,
Manchester.
Dated......the......1953,

Dear Sir,

When I return to London next week from the Labour Party Conference, I would wish to confer with the spokesmen of your Association in regard to certain matters of a Welfare Fund and of the Safety of Miners. It is also proposed to discuss th[illegible]e Association to co-operate in settin[illegible]strial Board for which there is pr[illegible]Mines Act.

I shall be [illegible]he Executive Committee of [illegible] office in London on [illegible]e matter personally. I [illegible]about a satisfactory a[illegible]

[illegible]lly,

[illegible]hing.

Q. 2. [illegible] for the needs [illegible]mes have b[illegible] viz., by [illegible] companies [illegible] deep [illegible]dia) and Orient [illegible] aximum facilities [illegible] munici- [illegible]cuate from eithe[illegible] res[illegible] and it is expec[illegible] inevit- [illegible] out of panic [illegible] [illegible] will be provided [illegible] and ask for a loan o[illegible] of carrying out one of [illegible]

Indicate what measures will be adopted by the Municipality to repay the loan and the interest thereon.

(Public Service Commission, Typist and Routine Grade Examination, 1933)

Ans. No. 3107/ I. C.

From

The President,
Agra Municipality,
Agra.

To

The Secretary,
Local Self-Government,
Uttar Pradesh,
Lucknow.

Sir,

I have the hono[illegible]tice the following deliberations of t[illegible] at its last meeting regarding th[illegible] water supply of Agra.

Since the [illegible] of water supply, th[illegible] [illegible]ost doubled. Conseque[illegible] [illegible]e increased demand [illegible] your su[illegible] [illegible]or watering roads a[illegible]are [illegible] the spirit the[illegible] parks and garden[illegible] are [illegible]ed. [illegible]uch widespread [illegible] atmosphere [illegible] medical exper[illegible] disease[illegible] business with [illegible] other acute [illegible] always found [illegible]en accoun[illegible] personally we sh[illegible] of the [illegible] them a credi[illegible] [illegible]al ord[illegible]

In vi[illegible] necessary [illegible] Hence, a spec[illegible] Works Engineer [illegible] and it has submitted thi[illegible] The first of them is designed to bring water from the river Jumna from a point about four miles up the river. The second recommends the sinking of deep wells, while the third suggests the conservation of water by constructing a dam across the neighbouring canal. After carefully and critically considering all these schemes, the Committee are of opinion that the first scheme would prove to be the best from every point of view.

It is estimated that the scheme would involve an expenditure of Rs. 15 lakhs. The present state of the finances of the Committee is too unsatisfactory to launch such a costly project. In submitting the scheme for the approval of the Government, I have the honour to request the Government to advance a loan of Rs. 15 lakhs to the Municipality on a favourable rate of interest, payable in easy instalments during a period of 10 years.

The Municipality [illegible] to enhance the water rate by 15 per cent, and [illegible] accruing therefrom is calculated [illegible] of both the loan and the interes[illegible]

Q. 3. A[illegible] to the Government [illegible] building of a privat[illegible] has been burnt dow[illegible] head of your offic[illegible]

No [illegible] ot [illegible] but not [illegible]nd Dacc[illegible] companies [illegible] tion. [illegible] and Orient[illegible] [illegible]aximum facilities [illegible] proved [illegible] from eithe[illegible] and it is expec[illegible] bank to [illegible] out of panic [illegible] is made. [illegible] be provided [illegible] committee. [illegible] one of [illegible]

[illegible] insured? If so, what sum was realised?

(b) Anything realised for materials of old building, or could such material be used again?

(*c*) What accommodation is proposed for new school?

(*d*) Is old satisfactory? If not, proposal for new site should be explained.

Draft a letter to the manager of the school on the lines indicated above.

(*Ministerial I and II Division 1933*)

Ans.

No. 387/24

From

The Secretary to the Government
of Uttar Pradesh,
Ministry of Education,
L[illegible]

To

The M[illegible]
Ad[illegible]hool,

[illegible]st, 1949.

Sir,

Referr[illegible]ed June 15, 1949, sol[illegible] your su[illegible]ructing the burnt [illegible] are [illegible] the spirit [illegible] directed by the M[illegible] are [illegible]ed. [illegible]t owing to paucit[illegible] inability to ma[illegible]dd that in vie[illegible]t may be pos[illegible] business with [illegible]ide a sum [illegible] always found [illegible] personally we sh[illegible]

2. [illegible] Assu[illegible] them a credi[illegible] have in[illegible] al ord[illegible]

(*a*) [illegible]

Co[illegible]

(*b*) Was an[illegible] building or coun[illegible] again?

(*c*) What accommodation is prop[illegible]w school?

(d) Is the old site of the building satisfactory from every point of view ? If not, detailed proposals for the new site should be submitted.

3. I am also directed to intimate to you that the government grant, whenever sanctioned, will be governed by the following conditions :—

(a) One-third of the total cost of the new building should be raised by local subscriptions which should be paid into the bank to the credit of the building committee of which the Collector be the Chairman.

(b) Plans and final e... of the work should be approved ... Works Department Officer ...

Q. 4. ... heavy rains, the Chief E... et in the low-lying ar... which are occupied by ...

Draft ... Munici-pal Au... ng, for the saf... measures such ... and Dacc... companies ... frequent ... and Orient ... maximum facilities ... stem of ... from either ... stem can ... and it is expec... out of panic ...

(Pub. ... Exam., 1934)

To
The Secretary,
Agra Municipality,

Dated, Agra, Sept. 27, 1952.

Sir,

During the course of my morning's tour of the Belanganj area, I was shocked to see the wretched condition of its inmates, who have been badly stricken by the last night's torrential downpour. Being a low-lying area, it has been practically submerged under water and all activity there has come to a standstill. Moreover, the fact that most of the hous[illegible]lity are either thatched cottages or mud a[illegible] constitute a great menace to the in[illegible] Most of them are too poor to find [illegible] for themselves. Unless speedy [illegible] [illegible]uarding them, they will soo[illegible]

I have [illegible] [illegible]ur immediate attentio[illegible] [illegible]or the consideration [illegible] your su[illegible] measures :—

(a) [illegible] are [illegible] the spirit [illegible] the [illegible]ricken area [illegible] are [illegible]ed. [illegible]d provided [illegible] [illegible]ne other [illegible]

[illegible] business with [illegible] be [illegible] always found [illegible] [illegible] Assu[illegible] personally we sh[illegible] [illegible] them a credi[illegible]

(c) [illegible] [illegible] al ord[illegible] [illegible]

[illegible]

Q. 5. Write a report of abou[illegible] Superintendent of Police, Agra, ex[illegible] stances under which you were robbed o[illegible] a pickpocket when travelling by the G. [illegible] Bombay. State fully how in the first insta[illegible] made two unsuccessful attempts at theft and how he was eventually caught in the act and overpowered at a crowded junction where the train stopped ; but the purse containing the money appears to have been passed on by the culprit to an accomplice during the commotion ensuing on his capture. Give reasons for this suspicion and such description of the second culprit whereby he could be identified on arrest, for which you should offer a reward of Rs. 50. Also state any special feature of your purse and its contents which would assist in its being recognized on recovery.

(*N. W. Ry. Sub-Accounts Exam.*, 1935)

Ans.

To

The Superint[illegible]
Railway[illegible]

Sir,

I beg to [illegible] nd hope that you will [illegible] er.

Last nigh[illegible] part- ment by th[illegible] g on my berth [illegible] ours of the [illegible] iced that [illegible] artly dre[illegible] and Dacc[illegible] side [illegible] companies [illegible] berth. [illegible] dia) and Orient [illegible] that [illegible] aximum facilities [illegible] ed my [illegible] uate from eithe[illegible] ed the [illegible] and it is expec[illegible] how far [illegible] out of panic [illegible] ck four and [illegible] be provided [illegible] onment. The [illegible] one of [illegible] sleep again, but after a [illegible] somebody was thrusting his [illegible] was realise[illegible] out sleep had the upperhand and I [illegible] ion as a mere dreamy feeling. But [illegible] ed at Agra Cantonment, the gentleman rudely plunged his hand into my pocket and grabbing the purse bolted away.

I immediately got up and raised an alarm. The fleeing thief could not make good his escape and was apprehended by a passenger on the platform. I charged him with theft and demanded my purse back, but he professed complete innocence, and in the confusion that ensued he managed to pass on the purse to his accomplice, who, I clearly remember, was a dark-coloured, short, thickset fellow with a brown moustache and a black wart on the nose. This latter pick-pocket managed to escape, but the other culprit was handed over to the police.

The culprit is [illegible] custody and I shall be highly grateful i[illegible] early recovery of my purse, wh[illegible] soft suede leather and contains [illegible] rupee notes, 10 five-rupee n[illegible] coins, a couple of my vis[illegible] two babies, two years an[illegible]

I h[illegible] arded, at your discre[illegible] your su[illegible] in tracing the lost [illegible] are [illegible] the spirit the [illegible]

[illegible] are [illegible] ed.

[illegible] hfully,

[illegible]

. . . . . .

Dat[illegible] ad,

[illegible] business with [illegible] always found [illegible] personally we sh[illegible] them a credi[illegible]

[illegible] Assu[illegible]

Q[illegible] activ[illegible] al ord[illegible] ing lo[illegible] of such [illegible] yo[illegible] effectively. [illegible] which, in your [illegible]

Your report should be [illegible] addressed to Mr. X., I. C. S. and [illegible] words in length. *You should not sign* [illegible] *your roll number at the end.*

(Ministerial Service, Clerk's Grad[illegible]

From,

The District Magistrate,
Meerut.

To

The Chief Commissioner,
Meerut Division.

Dated Meerut, the 13th March, 1945.

Sir,

I have the honour to lay before you the impressions of my extensive tour in the district in connection with organizing National War Front activities on a sound basis. What struck me most durin he course of the tour is the eagerness of the peopl rural, to pool all their energies and up the strongest possible resistanc cist aggression. This popular e , can be best canalized in th taken that circulars are

(a) As t n important circular shou majority of h th a sufficient number of co Gujars, a vi lation. nched with Illustration uiting boa hori- tie I. A. S., men s to the Government of India, ting of istry of Law.

(b) Dacc ubl Sessions Judges, uit- ompanies R. P. and Orient radesh. veen

Dated 17th April

ximum facilities ts cuate from eithe and it is expec num ward a copy of let a are out of panic es (pri 194 from the A ounts. ill be provided ations Bureau info Defence Council House, L d. Deputy Tehsildars can ar Fund Committees which was realised active co-operation of influential citizens. The significance of the

(b) Anythin and of the various means to con- it should be explained both at public meetings and through loud speakers relaying, from All India Radio, appropriate stories, talks and dialogues. Particular stress is necessary on the utility of purchasing Defence Bonds so as to persuade even the common man of modest means to invest his savings in them.

Of the above three suggestions, I attach the greatest importance to the first and third, for it cannot be denied that the recruitment of good fighting men and the collection of a handsome War Fund will go a long way to strengthen the War effort.

Yours faithfully

. . . .

Q. 7. From [illegible] low, draft a letter from th[illegible] tional Commission appo[illegible] Educational Officer, Ce[illegible] ndations for post-war [illegible] *letter.*

(*a*) [illegible] rate. This state o[illegible] political, and ec[illegible]

(*b*) [illegible] some forty c[illegible] ion inhabit[illegible] totally [illegible] large w[illegible]

(*c*) F[illegible] meagre, r[illegible] scheme of pu[illegible]

(*d*) The media [illegible] to the multifarious number [illegible]

(*e*) The financial position of the [illegible] such as does not permit of bearing ev[illegible] for payment of fees, or purchasing edu[illegible] for their children.

(*f*) Most agriculturists are unable to spare their children opportunity to profit by schooling because they are required to co-operate on the land.

Proposals

(*a*) It is proposed to remove illiteracy by introducing basic education for all. For exceptional cases facilities to be provided to pass on to higher academic, technical and commercial education.

(*b*) It is proposed to set aside part of the land revenue realized from the cultivator for this specific purpose. The rest is to be borrowed on loan, as in the case of the railway and irrigation project sources.

(*c*) Levies sh hape of voluntary subscription fr concerns in the key cities of I

(*d*) It wi g centres for teachers w ficient number of co ciency up to the Matric n.

(*e*) Tex come the sole conce ate publishing. nominal charge. velling librarie

(*f*) Dacc age as a anies of the rient e. cilities schools om eithe cation to It is expec t of panic dissemina- will be provided t be consider- one of rural areas. This by means of the travelling was realised prepared educational films.

ts accruing from the Scheme

(*a*) Anyth given period the above proposals, if co uld result in a remarkable improvement in

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Illustration

I. A. S.,
to the Government of India,
istry of Law.

l Sessions Judges,
radesh.

Dated 17th Apri

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Council House, L

both the mental and material prosperity of the masses, with a corresponding alleviation of many of the current prevailing ills.

(*b*) The scheme will pay its way by disseminating a modern consciousness among the people. This will help improve their agricultural methods, thus bringing them into line with more progressive countries where machines have begun to play an enormous part in increased yield.

(*Ministerial Service, Assistants Grade, December, 1943*)

Ans.

From

The Secreta[illegible]
Royal [illegible]sion.

To

The E[illegible]
C[illegible]
D[illegible]0.

Sir,

A[illegible] your su[illegible]dia about six
mon[illegible] the spirit [illegible]onal condition
of t[illegible]ed. [illegible]endations for
pos[illegible]our to place,
on[illegible]deration the
co[illegible]ached on
this[illegible] business with [illegible]urposes
of [illegible] always found [illegible] to
div[illegible] Assu[illegible]ersonally we sh[illegible]
of th[illegible] them a credi[illegible]
meth[illegible] al ord[illegible]
impr[illegible]
The Ex[illegible]

What struck the [illegible]
the country on its fact-find[illegible]
number of illiterate people in ou[illegible]
population is illiterate. The tru[illegible]
statistical average will be clearer if [illegible]
360 millions of people, living mostly i[illegible]

the heart of this sub-continent are absolutely cut off from the world outside, without any sort of intellectual communication to raise them out of the darkness of this medieval, often primitive, ignorance. It is no wonder that the country, as a whole, should remain even to-day socially, politically and economically so backward as contrasted with the western nations with this shamefully astronomical proportion of illiterate people. But the problem of imparting large-scale education to this enormous mass of people is further complicated by acute poverty on all hands. On the one hand, the overwhelming majority of the people being poor agriculturists who can just manage to live from hand to mouth [illegible] can hardly afford to meet even the most [illegible] their children's education nor do [illegible] ir children to school and suffer [illegible] and earning hands. As thing [illegible] considered to be family a [illegible] s as mere unproductive li [illegible] rnment funds for schem [illegible] imited and inadequate [illegible] elop-ment. Things [illegible] exis-tence of a la [illegible] the country bri [illegible] question of [illegible] be

Takin [illegible] ation
sugges [illegible] of the
[illegible] from
[illegible] ountry
[illegible] facilities
[illegible] uate from eithe [illegible] which
[illegible] and it is expec [illegible]
[illegible] out of panic [illegible]
[illegible] ill be provided [illegible]
[illegible] was realised [illegible]

land revenue realized from the cultivator be set aside regularly to meet this expense, and the rest of the Government finance be borrowed on loan from external sources, as in the case of the railway and irrigation projects. Appeals should also be made to the larger commercial concerns in the key cities of India to make sumptuous contributions for this philanthropic purpose.

Unnecessary controversy regarding the best medium of instructions may be averted by the adoption of the chief vernacular in each state.

To meet the demand for teachers who will execute this plan, training centres [illegible] ed for teachers who will be considered [illegible] y come up to the Matriculation sta[illegible] ken that private publishing firm[illegible] antage of the business of tex[illegible] gests that the Government [illegible] text-books which wo[illegible] country. A system of [illegible] with profit to make [illegible] your su [illegible] the spirit [illegible]

For [illegible] are [illegible] heir parents to giv[illegible] ed. [illegible] for adults. [illegible] teaching [illegible] popular [illegible] business with [illegible] owing [illegible] always found [illegible] ts [illegible] Assu[illegible] ersonally we sh[illegible] them a credi[illegible] al ord[illegible]

That [illegible]

That [illegible] Government [illegible] their term of offi[illegible]

That it be the duty of the [illegible] Advisory Council, including represen[illegible] scientific societies, educational asso[illegible] tional authorities, and of the film indus[illegible]

With the gradual enlightenment of the people and the development of a modern consciousness among them, agricultural methods are likely to be improved. Large-scale mechanical farming. resulting in increased agricultural output, may be made more and more popular as the traditional prejudices of the rural masses gradually disappear. Thus a sound and practical scheme for imparting basic education to our people within the limited resources at the disposal of our Government will also result in an all-round development of our masses.

Yours faithfully,
Secretary,
[illegible] ucational Commission

Q. 8. From [illegible] below, draft a letter from the [illegible] on Educational and Cultural [illegible] Commissioner. Government [illegible] ns for the setting up of [illegible] ld further the cause of [illegible] :—

Illustration

(a) T [illegible] . A. S.,
[illegible] o the Government of India,
[illegible] sh G [illegible] istry of Law. [illegible] uld be
[illegible] ation
[illegible] of the
[illegible] nies [illegible] Sessions Judges, [illegible] from
[illegible] Orient [illegible] adesh. [illegible] ountry
facilities [illegible] Dated 17th April
[illegible] ate from eithe [illegible] which
[illegible] and it is expec [illegible] num [illegible] ward a copy of lett [illegible] tion and
[illegible] out of panic [illegible] es (pri [illegible] from the A [illegible] ne Cinema
[illegible] ill be provided [illegible] ations Bureau info [illegible]
[illegible] Co [illegible] il House, [illegible] nowledge and
[illegible] prudence to take
[illegible] the machines our servants.
[illegible] was realised [illegible] ill-judged aloofness we let them be-
[illegible] asters.
[illegible] Anyth [illegible]
[illegible] is an international problem with which
[illegible] ly every other country of a comparable

civilization has attempted to deal constructively. A National Film Institute will mean the establishment of a qualified body which will judge Films by a new standard, neither by their box-office value nor by their possible demoralizing effect, but by their positive value as an aid to science and education and as a medium of culture.

(*d*) The Commission is concerned to promote a constructive and not a restrictive influence on the Cinema. Censorship at its best is a negative force. Plain vulgarity may do little harm. It is
the steady str[illegible]-rate films passed for
universal [illegible] the danger. We
want t[illegible]tional effort to
produ[illegible]ecessarily, but
good [illegible]nd be farce or
me[illegible]ing with the
di[illegible] to create a
[illegible]films pay.

(*e*) [illegible] your su[illegible] Movement
[illegible] the spirit the machines
[illegible]sed. [illegible]s to know-
[illegible]ta[illegible] men and
[illegible]y's hard
[illegible] Film
[illegible] business with [illegible]uch
[illegible] always found [illegible]
[illegible] personally we sh[illegible]
[illegible] them a credi[illegible]
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That [illegible]

That [illegible] vo[illegible]
Government [illegible]
their term of offi[illegible]

That it be the duty of the G[illegible]
Advisory Council, including represen[illegible]
scientific societies, educational assoc[illegible]
tional authorities, and of the film indus[illegible]

That the duties and powers of the Advisory Council include advice and assistance to the permanent staff in carrying out the work of the Institute, together with power to submit to the Governing Body suggestions for new activities ;

That the staff consist of a Secretary or Director with an adequate body of technical experts, and an administrative and clerical staff ;

That, in addition to ordinary office accommodation there will be needed an experimental theatre for the projection of sound and silent films, a room for cutting films, and accommodation for a library of films and of books on Cinematogr

(*Ministerial* ade A *Examination April, 1945*)

Ans.

From

The S

The Comi *Illustration* films

To

The I. A. S.,

to the Government of India,

G istry of Law.

Sir, ubl Sessions Judges,

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ent ti Dated 17th April India

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out of panic ations Bureau inf submit for

ill be provided Council House, L mmendations of

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proper to divide the report into

was realised cessary data, including important

Anyth (ii) the Recommendations which the

ses to make after serious and careful

(*i*) Important Considerations.

During the course of its investigations into the matter, the Commission has come to realise that the Film has become for good or for evil a powerful force in national life. The place of the printed book which for a long time has been the chief source of information and culture is now largely usurped by the Cinema and other mechanical aids to knowledge and enjoyment. It would be following a highly unrealistic and narrow policy if we ignore this new potent factor in the life of people. Prudence calls for a speedy and proper control of these machines, lest by an ill-advised aloofness we allow them to become our masters. The Cinema is a great formative influence not only for children but [illegible]wn-ups. The leaders of the Adult Educ[illegible]ve recognised that nowhere can th[illegible]ical aids serve us better than f[illegible] women seeking knowledge a[illegible]rd labour.

The sig[illegible]re of education and recr[illegible]nized in every civiliz[illegible] has, therefore, been [illegible]

T[illegible] a form of natio[illegible]o-operation of t[illegible]oo highly stre[illegible]ody of pers[illegible]tand-ard [illegible] possi[illegible] an [illegible] cultur[illegible]

The [illegible] mere cens[illegible] measure and [illegible] needed in the circum[illegible] merely a restrictive influence [illegible] the worst feature of the Cinema is [illegible] (which by itself is incapable of do[illegible] deplorably low standard of pictures,[illegible] sentimental, melodramatic, cheaply farcial and unreal in their presentation of life. Such inartistic pictures corrupt the public taste and lend to the formation of distorted and perverted views about life and its problems. The need of the hour, therefore, is not merely a ban on vulgar, inartistic and artificial films but a concentrated drive to produce good films, which may not necessarily be "high brow" catering for the sophisticated and highly intellectual set only. They should rather be good pictures whether farcial, melodramatic, historical or otherwise and above all they should hold the mirror up to life. In addition to the production of such healthy films it is also necessary to adopt ways and means for creating a public opinion in their favou

Taking the abo ... tions in view the
Commission sugg ... ncrete steps be
taken without de

(*i*) In view ... ve control
and direction ... imme-
diate task of ... up a
National Film ... from

The pers ... who
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Anything ... the permanent staff in carrying out
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Dated 17th April

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to the Governing Body suggestions for new improvements and activities.

(*iv*) The permanent staff of the Institute should consist of a Secretary or Director with an adequate body of technical personnel and an administrative and clerical staff, which should be appointed by means of a competitive test.

(*v*) Regarding accommodation, the Institute will require buildings to house the office staff, an experimental theatre for the projection of sound and silent films, a room for 'cutting' films and accommodation for a library of films and of the latest literature on Cinematography.

The Commission may [illegible] the above recommendations are carried [illegible]iency and speed we will, in the cours[illegible]nce what might be called a ve[illegible] educational and cultural domai[illegible]

[illegible]s faithfully,

[illegible]retary,

[illegible] your su[illegible]ultural Films.

Q. 9. [illegible]are [illegible] the spirit the [illegible]w, draft a letter f[illegible]are[illegible]ed. [illegible]cretary to the Go[illegible] [illegible]elopment, Easter[illegible] [illegible]organization [illegible]:—

A. T[illegible] business with [illegible] always found [illegible]

Pote[illegible] Assu[illegible] [illegible]ersonally we sh[illegible] and quab[illegible] them a credi[illegible]

Unwo[illegible] [illegible]al ord[illegible] enterprise, [illegible] skilled labo[illegible] vo[illegible] living conditio[illegible]

B. Proposals.

(*a*) Intensive propaganda to en[illegible] prise.

(*b*) State subsidies, protection, it[illegible] purchase by Government of fixed propor[illegible] (*c*) Priority for purchase of machinery.

(*d*) Import of skilled labour on contract.

(*e*) Improved labour conditions and arrangements for training selected unskilled workers.

C. Questions for Consideration.

(*a*) Methods of publicity required,

(*b*) Nature of Government subsidy and/or protection required.

(*c*) Nature and extent of contracts for imported skilled workers.

(*d*) Special legislation for improvement of working condition.

(*e*) Training a [illegible] nd abroad.

(*Ministerial Serv* [illegible] *am., May, 1947*)

Ans.

From

The Direc *llustration*
Gove

To I. A. S.,
The Se to the Government of India,
sh G istry of Law.

, 1949.

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lities Dated 17th April of free-
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either develop-
is expec num ward a copy of let n and steel
of panic es (pri 1949 from the A ry date back
ll be provided ations Bureau inf Iron & Steel
Council House, L
one of ugh it received a consider-
two World Wars, the industry is
was realised deplorably inadequate to meet the
Anyth country. As yet there are only a few
cos such as Indian Iron & Steel Co. Ltd.,
Kulti, The Steel Corporation of Bengal

at Hirapur and the Mysore Steel Work at Bhadravati, besides the aforementioned Tata Industry.

Various factors account for the slow growth of the industry. In the first place the potential resources, both mineral and others have neither been properly tapped nor exploited. Large quantities of unworked ore deposits exist in the country. The average Indian industrialist is timid, unenterprising and shy to invest his capital. He looks too much to Government initiative and support. Moreover, the industry still employs obsolete methods and out-of-date plant, yielding low production of an inferior quality. Another great obstacle in the way is the deplorably low quality of labour, especially skilled labour which is, in a large meas [illegible] emely unsatisfactory wages and the cons [illegible] and uncomfortable living conditions [illegible] ourers, including even the skilled [illegible] ate and given to reckless living [illegible] too unimaginative to think [illegible] f work.

In view [illegible] your su [illegible] ts, I consider it neces [illegible] the spirit [illegible] als, which, if properly [illegible] ed [illegible] he industry in quest [illegible]

One [illegible] private enterp [illegible] forthcoming [illegible] business with [illegible] the press, o [illegible] always found [illegible] prominen [illegible] ersonally we sh [illegible] should b [illegible] them a credi [illegible] establishin [illegible] al ord [illegible] magnates [illegible] utility of [illegible] interests of the [illegible]

In the initial stages [illegible] tection to the industry. Foreign [illegible] should be subjected to a high du [illegible] proportion of the output of these indus [illegible] by Government to be utilized in th [illegible] Government buildings and other thi [illegible] deserving cases the Government might also provide help in the form of subsidies to be repaid with interest.

In order to increase the yield of the industry and raise its quality, top priority should be given to the purchase of the latest and most developed forms of machinery from foreign countries. A certain part of India's Sterling Balances may be allocated to this item.

Equally urgent and important is the need of importing on contract a certain number of highly skilled workers and technical personnel who should be provided with speedy facilities to train native workers. Special training centres in India be opened, and a certain number of Indians should be regularly sent abroad for receiving technical training.

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Division.

To

The District Magistrate,
Basti,

Dated Gorakhpur, the 13th August, 1947.

Sir,

I have the honour to bring to your notice that during the course of my recent tour in the villages of Eastern District I was much shocked to find that malaria has been raging in an epidemic form for over three weeks. The number of its victims in each village is large and shows a dangerous increase every day. Already the epidemic has taken a heavy toll (approximately three hundred persons) of life.

In view of the a [illegible] he disease and the increasing number [illegible] suggest that the following measu [illegible] ce :—

(*i*) The C [illegible] ea and his staff shou [illegible] es of medical offi [illegible] your su [illegible] es and provide are [illegible] the spirit the [illegible] form of oral are [illegible] ed. [illegible] e, Paludrine [illegible] d be freely [illegible] no [illegible] fferers and [illegible] ion.

b [illegible] business with [illegible] nearest [illegible] always found [illegible] nd issu [illegible] ersonally we sh [illegible]

(*ii*) [illegible] them a credi [illegible] s [illegible] itc [illegible] an [illegible] al ord [illegible]

In order [illegible] future, I sug [illegible] vo [illegible] taken as early as possible [illegible]

(*i*) The drainage syst [illegible] as possible. Stagnant a [illegible] are the chief breeding so [illegible] either dried up or filled with [illegible]

(*ii*) Cowdung and other kinds of m [illegible] be allowed to collect near huma [illegible] (*iii*) The villagers should be told, with the help of lantern slides and lectures, how malaria breaks out and the necessary methods to check it.

(*iv*) As malaria generally breaks out in wet weather special precautionary measures, such as anti-malaria injections, free distribution of quinine tablets, should be taken before the rainy season sets in.

(*v*) The medical officers in charge of the area should provide immediate relief to malaria patients so as to nip the disease in the bud.

Malaria, as is well known, is a preventible disease. Our countrymen, parti[illegible] areas, suffer largely owing to their ignora[illegible] health, malnutrition and lack of ade[illegible] aid. But if the Government depar[illegible]blic health and hygiene, realise th[illegible] and discharge their duties effic[illegible] it is not too much to hope th[illegible] successfully combated and th[illegible]gic loss of life.

A. S. [illegible]ully,

o the Government of India, [illegible]ssioner.

G[illegible]istry of Law.

ubl Sessions Judges,

[illegible]radesh.

Dated 17th April, [illegible] a small

[illegible]es [illegible]

[illegible]the [illegible]

[illegible] num[illegible]ward a copy of let[illegible] No. 40-A,

[illegible]es (pri[illegible] from the A[illegible]rical work-

[illegible] [illegible]ations Bureau info[illegible]

[illegible]provided [illegible] Co[illegible] Hous[illegible] in private houses and

[illegible] have been either killed or

was realised [illegible] neglect of proper precautions,

[illegible]ed that the people in your town are

Anyth[illegible] on the subject.

co[illegible] to the Collector of your district stating

[illegible]sting that the provisions of the rules should be made known to the public, and indicating the best methods of doing so.

(*Public Service Commission Typist & Routine Grade Eamination, 1932*)

2. Draft an Official and also a Demi-official letter from W. Smith, Esq., Commissioner of Meerut Division, to B. Jones, Esq., Commissioner of Ambala Division, incorporating the following points :—

(*a*) Terrible earthquake at Quetta on May 31st.

(*b*) 30,000 casualties.

(*c*) Irreparable damage to building and property.

(*d*) Distress and suffering acute.

(*e*) Relief imper[illegible] and [illegible]gent.

(*f*) Co-ordinat[illegible] advisable.

(*g*) Ideas and [illegible]

(*Ministeria*[illegible]*kship Exam., 1935*)

3. Your d[illegible] [illegible]ed to publicize in
every way pos[illegible] [illegible]emes for the post-
war indu[illegible] [illegible] your su[illegible] Prepare a scheme,
about 2[illegible] the spirit [illegible] the outline of the
campaig[illegible] [illegible]ed. [illegible] [illegible]emorandum to
your im[illegible] [illegible] methods you
propose[illegible] [illegible]otice of the
public [illegible] [illegible]bout each
method, [illegible] [illegible]*am., 1945*)

4. Assu[illegible] business with [illegible]
write :— [illegible] always found [illegible] England
[illegible]ersonally we sh[illegible]
[illegible] them a credi[illegible]

(*a*) A [illegible] al ord[illegible]
the [illegible] w s[illegible] [illegible]

(*b*) A letter [illegible] vo[illegible]
gage a passage [illegible]

(*c*) A letter to a friend [illegible]
informing him of your [illegible]
advice upon any points [illegible]
connection with your visit.

(*Indian Military Academ*[illegible]

5. Write a report, in about 300 words, of one of the following, for publication in a newspaper :—

(*a*) A street accident.

(*b*) The opening ceremony of the new hostel building of your school.

(*c*) A politician's speech on the rising level of prices.

(*d*) Your interview with a member of the team selected to represent India at the Olympic games.

(*e*) A debate on linguistic provinces.

(*Royal Indian Navy Exam. 1948*)

6. Write two brief paragraphs, in the first, urging the Indian people restraint and moderation in election speeches ; and in the second, not to forget the moral of World War II.

[illegible] *Navy Exam., 1946*)

7. Compose :—

(*a*) A private [illegible] ster to his old pupil, now [illegible] about gangs of workme[illegible] a short cut through the [illegible] to and from a [illegible] ghbour-hood [illegible]

(*b*) The [illegible] , *1934*)

8. Sup[illegible] and a part of your S[illegible] y fire or [illegible] ur officer, [illegible] the emer-[illegible] Municipality [illegible] water supply in your ward. [illegible] was realised [illegible] se a public park for a football [illegible] charity. [illegible] of a District, one of your ex-officio [illegible] President of the Local 'Health and

Baby Week' celebrations. You attend these celebrations, preside over various meetings and carry out the other duties expected of the President. In spite of the big demonstrations held in the town, you form the opinion that there are many people taking part in the celebrations who are not genuinely interested in public health, and do not intend to apply in their own homes what they have learnt. You feel that there is an element of shame in the whole affair.

Write a confidential letter, in about 250 words, to your superior officer, giving an account of the part you took in the Week's celebrations, and, of the reasons which have led you to form this opinion.

11. Write a complaint to the local Municipal Committee about the co[illegible] an infectious disease patient in the localit[illegible] nger to the whole area and request fo[illegible]

12. You are t[illegible] on an outstation, where a daring d[illegible]

Draft a confi[illegible] your superior giving the steps you are ta[illegible] the spirits of the inhabitants who are [illegible] ted.

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BUSINESS CORRESPONDENCE

With the remarkable improvements in the means of transport during the past century, the opening of new markets, the progress of human knowledge, there has been a relative increase in the importance of commercial correspondence. Many formal phrases and clauses have been discarded without losing any weight and value of the argument put forward for advertising or convincing a customer to buy a certain commodity.

Direct and simpl[illegible]h to a customer's desire and its fulfilment [illegible] expense both to the seller and the b[illegible]rsonal solicitation may be preferr[illegible]r, still the time factor has im[illegible] why orders are frequently gi[illegible] telegram.

To conform [illegible]rements of commercial usage, t[illegible]nsa[illegible] hall always be embodied in writing, [illegible] its disput[illegible] future may be avoide[illegible]ta[illegible]no[illegible] and permanent [illegible] mutually agreed [illegible] business with [illegible] give the bu[illegible] always found [illegible] formal declarat[illegible]ersonally we sh[illegible] court of law. As[illegible] them a credi[illegible] great responsibilit[illegible] an[illegible]al ord[illegible] tion and preservat[illegible] w s[illegible] The preliminary requ[illegible] vo[illegible] correspondent are gene[illegible] of business, a thorough conceptio[illegible] in hand, a high degree of care, a [illegible] and a proper acquaintance wit[illegible] language.

Important characteristics of good style in business letters are :—

1. *Completeness.* This requires that the letter must contain everything to make it comprehensive and conclusive. The writer should have a clear idea of what is to be said. He should grasp all the necessary facts and arrange them logically and systematically. He should be able to arrive at a proper point of view by rejecting the unimportant and including everything necessary. To achieve this he must enter into the mind and spirit of the customer.

The writer must have a definite purpose in his composition. He should decide upon the principal topics to be developed together with the minor
points related to [illegible] should be taken to
treat of one thing [illegible] treat it conclu-
sively. The lett[illegible] complete and
correct with rega[illegible]ge.

2. *Clearness.* [illegible] the reader
should understand the [illegible] letter without
further correspondence [illegible] not remain in
doubt as to the [illegible] ar expression.
Choice of [illegible] necessary
and ever[illegible] and exact
sense. [illegible] expres-
sions a[illegible] er ; they
serve c[illegible] ity and
uncer[illegible] aste the
[illegible]ions are not
[illegible]ntences lead to con-
[illegible]rds may be open to a
[illegible] Proper spacing and para-
[illegible] letter clear. Do not open or
[illegible] was realised [illegible] with a long sentence or paragraph.
[illegible] right punctuation is to clarify, but
Anyth[illegible] punctuation by writing simple and
co[illegible] The semi-colon should rarely be
[illegible] letters.

3. *Brevity.* This is secured by the omission of all irrelevancies of expression, and unnecessary repetition. It saves the time of the writer, as well as of the reader. What need not be said should be entirely omitted. What must be said should be said in the most concise form compatible with the laws of grammar and the rules of courtesy. The letter should not be overloaded with information, which the recipient may be correctly assumed to know.

Brevity may be attained by the careful planning of ideas and the selection of appropriate words. It should never be permitted to degenerate into abruptness, which amounts to rudeness. It should not sacrifice completeness and clearness.

4. *Accuracy.* Th[illegible]nts in a business letter should be as accur[illegible] the power and information of th[illegible]hem. Inaccurate, and inconsisten[illegible]ead to losses and trouble. Accu[illegible] on a thorough knowledge of t[illegible]

5. *Courtesy.* [illegible] necessary attribute of a goo[illegible] bus[illegible] covers "consideration for others. I[illegible] itself [illegible] the use of words, bu[illegible] It costs nothing b[illegible]ger and removes [illegible] business with [illegible] complaint con[illegible] always found [illegible] more likely to [illegible]ersonally we sh[illegible]g investigation t[illegible] them a credi[illegible] of gross negligen[illegible] ual ord[illegible]

It is essential to gua[illegible] ing attitude merely i[illegible] vo[illegible] excessive humility will merely [illegible] the estimation of the reader. Ex[illegible] defeats its own ends by exciting [illegible] suspicion.

Every business letter should be a pl[illegible] Even a refusal loses much of its stin[illegible] worded. Humour is out of place in bu[illegible] munications. The letter should be direct and personal, frank and cordial, but should avoid undue familiarity.

6. *Attractiveness and Forcefulness.* A business letter should be attractive in appearance so as to draw and hold the attention of the reader. Forcefulness means a careful and convincing arrangement of the arguments to induce action on the part of the reader. Write clearly and concisely: keep to the point; arrange the facts in the best possible order. Avoid stereotyped and stock phrases. Be original in composition. Make the letter seem like a personal interview with the writer.

7. *Spelling, Punctuation and Handwriting.* A business letter should [illegible] legible, free from errors of spelling [illegible]

Parts of a Busi [illegible]

A Business [illegible] mposed of the following parts.—

1. Letter-headi [illegible] e and date.
2. Name and add [illegible] ssee
3. Salut [illegible]
4. Bo [illegible]
5. S [illegible]
6. S [illegible]

1. [illegible] hould be [illegible] mple and
infor [illegible] on which it
shou [illegible] rd a [illegible] of the firm,
[illegible] ess, telephone number,
[illegible] ed, nature of business,
[illegible] goods dealt with, trade mark,
[illegible] or partners.

[illegible] generally consists of two or three
[illegible] ce of residence of the writer is
[illegible] he left-hand top corner and is followed
[illegible] d reference number which should be
[illegible] reply in any subsequent correspon-

dence between the same parties. The heading should be carefully punctuated so as to separate the parts, the street, the place, the district, the country, the month and the year by commas. A full stop should be placed after abbreviations and at the end of the heading. The name of the month should always be given in words, instead of in figures. It is also slovenly to adopt the new frequent practice of giving numbers alone, in dates, *e. g.*, 18/9/53 ; $24\frac{9}{53}$; 12-VII-53.

2. *Name and address of the Addressee.* The letter must always begin with the name and full address of the person to whom it is directed. Sometimes the address [illegible] the foot of the letter in the left-hand b[illegible] it is better to place it before [illegible] address is typed close to the [illegible] usually occupies two or three li[illegible] ains the name, the second the nat[illegible] profession and the third co[illegible]ains [illegible] the street and place. The add[illegible]ss [illegible] is [illegible] plete so that it may be copied by the [illegible] tan envelo[illegible] no[illegible]

All [illegible] the title of "Esquir[illegible] business with [illegible] me may sometim[illegible] always found [illegible] ut it is incorrec[illegible] rsonally we sh[illegible] artnership and li[illegible] them a credi[illegible] e the designation "M[illegible] an[illegible] l ord[illegible] re the firm's name begins w[illegible] s[illegible] Bhandari & Sons", or wh[illegible] yo[illegible] e. g., "Indian House". In suc[illegible] incorrect to begin with "Messrs". [illegible] limited company, professional sc[illegible] institution etc., it is usual to addres[illegible] as the Secretary or Manager. T[illegible] "Dr." is used before the name of a do[illegible] the name of the scholar who has [illegible] degree of a university. If a name is fo[illegible] name of the degree "M. D." or "Ph. D." or "D. Litt" the word "Dr." is omitted before the name, which should then be followed by "Esquire". The abbreviation "Rev." or "Rt. Rev." is used before a bishop's name; "Prof." before a professor's name and "Gen." before a general's name. The abbreviations "Hon'ble" is used before the name of a member of the Council of State and of a Minister. The following forms are correct:

Mr. Ram Lal Malhotra,
Elgin Street, Bombay.

Abnashi Ram Esquire, M.A., P.C.S.,
District Judge, Ambala.

Miss R. Pashmina,
89, Ma [illegible] utta.

Mrs. C [illegible]
Cha [illegible] is,

Messrs [illegible]
Gener [illegible]
Manc [illegible]

The Manag [illegible] nent of India
C [illegible] al B [illegible]
stry [illegible]

[illegible] ns Judges,

Dated 17th A [illegible]

[illegible] elhi.

[illegible] quire, M.A., Ph. D.
[illegible] Soni, M.A., Ed. DIN. (Oxon);
A.C.P. (London)
[illegible] ain Esquire, M.A., B. COM.
B. C. Chatterjee.
Hon'ble Dr. Syed Mahmud,
Minister for Education, Patna.
[illegible] is Highness the Maharaja of...K.C.S.I.
[illegible] is Excellency Sir John Anderson, M.A.

3. *Salutation.* This is placed immediately below the inside address, close up to the left-hand margin. The following forms are used in business letters :—

Dear Sir. It is the most widely used salutation. It expresses the happy blend of dignity and friendliness which is the keynote of modern business.

Dear Sirs. When writing to a firm.

Gentleman. It is a more dignified mode of salutation than "Dear Sirs" and should be used whenever the writer desires to show respect for the addressees, *e.g.*, a secretary to his board of directors ; a branch manager to his general manager.

Dear Madam. When writing to a lady.

Dear Ladies or *Dear Madames.* When writing to two or more l[illegible]

Reverend Sir [illegible] to a clergyman.

My Lord. [illegible] the Lord Chief Justice.

Dear Mr. [illegible]ar than "Dear Sir" and is corre[illegible] is desired to establish a personal to[illegible]han addressee is more intimate with [illegible] his tr[illegible]., letters to agents and travell[illegible]s, [illegible]tan[illegible]

4. [illegible] divided into three [illegible] business with[illegible]

(*a*) [illegible] always found [illegible] sentence of this [illegible]ersonally we s[illegible] important [illegible] The idea idea that th[illegible] acc[illegible]g them a cred[illegible] and to should be such as to [illegible]al ord[illegible] the attract his attention, s[illegible] of matter with which the letter [illegible] yo[illegible] replies, it will contain a r[illegible] correspondence.

(*b*) *Body Proper.* As a rule [illegible] deal with only one topic at a time. [illegible] are mentioned, each should be [illegible] separate paragraph. The paragra[illegible] arranged in a logical order. The body should be developed along the following lines :—

- (*i*) Attracting attention.
- (*ii*) Arousing interest.
- (*iii*) Increasing interest.
- (*iv*) Persuasion by arguments, evidence and illustration.
- (*v*) Creating desire.
- (*vi*) Inducing action.

(*c*) *Closing Paragraph.* This should induce action. It should be natural, sincere, brief and to the point. It should be forceful and convincing and should sum up the arguments.

5. *Subscription.* It should agree with the salutation in number, wordin[illegible] The most usual form is "Yours faith[illegible] truly" is also commonly used. "Y[illegible]s used with "Dear Mr........."

6. *Signature.* I[illegible] in a legible hand. The chief type[illegible] as follows :

(*a*) A sole trader—V[illegible]

(*b*) A firm—Wakil C[illegible] ent of India, th[illegible] firm. Every part[illegible]y o[illegible] sign[illegible]

(*c*) A firr[illegible]s Judges,

(*d*) A j[illegible] Dated 17th A[illegible]d.

[illegible]d er.

[illegible] not be written with the

si[illegible] Letters.

[illegible]as realisec

[illegible]al circulars.

[illegible]iries and their replies.

[illegible]ers and their execution, remittances.

[illegible]mplaints and claims.

2. Agency and consignments.
3. Insurance.
4. Bank.
5. Joint stock companies.
6. Tenancy.
7. Press.
8. Miscellaneous.

1. LETTERS REGARDING GOODS.

(*a*) GENERAL CIRCULARS

102. Establishment of a Business.

Chandni Chowk, Delhi.
3rd October, 1952.

Messrs. Sahib D[illegible] Chand,
[illegible]ts, Panipat.

Dear Sirs,

You will b[illegible]w that we have established in th[illegible]ry business under the styl[illegible] of "J[illegible] and have appointed Mr. Kha[illegible]nchi [illegible]ager.

He ha[illegible] bee[illegible]tan[illegible] man[illegible]rs with the jewellery [illegible]ugh knowledge an[illegible]x[illegible]t business skill cou[illegible]d [illegible] business with [illegible] the firm is a su[illegible]always found [illegible]on of our service a[illegible] th[illegible]ersonally we sh[illegible] them a cred[illegible] consi-

Your confidence and su[illegible]l ord[illegible]ure derations. We have confi[illegible] them by our prompt service an[illegible] yo[illegible] your orders.

You will find enclosed an illu[illegible] from which to make a selection for y[illegible]

You[illegible]
(Sig.) *Kha*[illegible]
for Jeweller[illegible]

Encl : One catalogue.

103. Notice of Removal.

59, Elphinstone Road,
Kanpur,
4th October, 1952.

Messrs. Bright & Co.,
Varnish and Paint Merchants,
Jubbulpore.

Dear Sirs,

We have shifted our business premises to the above address which you may please note for future correspondence. This removal was made necessary as our old premises proved inadequate to cope with the ever-increasing business demands of our numerous friends and clients [illegible]

Our new premis[illegible] near the Railway Station in Manoha[illegible] very commodious. Your con[illegible] to accessibility will be better suit[illegible] d read[illegible] to serve

We are again in [illegible] reate[illegible] care and you. You can always [illegible] th [illegible] hich you attention being given [illegible] fi[illegible] leased to may favour u[illegible] mana[illegible] mises at welcome yo[illegible] any time.

[illegible] ruly,
[illegible] Co.

[illegible] of a [illegible]raveller.

[illegible] Civil Street Calcutta,
14th November, 1952.

[illegible] Trading Stores,
[illegible] hi Road, Calcutta.

[illegible] ish to inform you that Mr. N.C. Nanda, who [illegible] our U.P. representative for the past ten [illegible] now left our service. He has, therefore, no further authority either to collect accounts or to take orders or to act on our behalf in any capacity whatsoever.

We have appointed in his stead Mr. K. N. Khosla who is thoroughly acquainted with the requirements of your trade. He proposes to call upon you next week with samples for the coming season and to submit a special offer, which we trust will sufficiently interest you to enable you to place your orders through him.

Yours faithfully,
Per Pro. Laxshmi Trading Co.
A. C. Ghose
Manager.

1[illegible] Circular.

Dear Sirs,

Our winter [illegible] just been completed and are [illegible] on the market. Inspite o[illegible] incre[illegible] making no advance in price [illegible] at th[illegible] hanc

The [illegible]rtic[illegible] is tr[illegible]d and are guaranteed pure wo[illegible] tanc[illegible] ined [illegible]tain our reputatic[illegible] o[illegible] hest grade.

In [illegible] business with [illegible]usiness, we strongl[illegible] always found [illegible] o contract for the[illegible] sti[illegible] ersonally we s[illegible]e. As an additional in[illegible] acc[illegible]nt [illegible]g them a cred[illegible] allow a special discount of 4 per ce[illegible] ord[illegible]

Our representative Mr. Sh[illegible] Jain is to have the pleasure of calling upon yo[illegible]k to show you our samples. We hope [illegible]ur order at the earliest possible momen[illegible] prompt delivery may be ensured.

Yours f[illegible]

....

106. *Suspension of Business due to Outbreak of Fire.*

Dear Sirs,

I regert to inform you that a fire broke out in my premises on the 14th June. The packing department was completely destroyed and only the skeleton of the building remains. Some damage was also done to the godown.

I have ordered new stock of packing materials which would arrive in a week. I shall be compelled, however, to suspend business for about a fortnight as the premises are still locked up pending a complete enquiry into the cause of the fire.

I shall try my best to resume the normal working of the business with as little delay as possible. In the meantime I have to [illegible]y regret for not being able to execu[illegible] immediately and for keeping you w[illegible]ight. I thank you for your patie[illegible]

(*b*) ENQUIRI[illegible] REPL[illegible]ES

107. [illegible]ent of India, [illegible]njor.
[illegible], 1952.

Messrs. [illegible]Judges,
To[illegible]
Dated 17th A[illegible]

Dear Sirs, [illegible]usiness in toys and are

We d[illegible]ard[illegible] for a firm which can fully always on[illegible]its. As your firm has been supply our [illegible]as one of the largest in this line, we mentioned t[illegible]our stock is very varied. We shall co[illegible] t[illegible]u will send us your catalogue together be[illegible] [illegible]ons for large quantities. Please mention anyt[illegible]e you would require to effect delivery [illegible]nditions of payment.

[illegible] shall compare your prices and the advant- [illegible] offer with those of other firms, and if you [illegible] satisfied, will place our order. We can give you first class references should business result.

Yours faithfully.
Ram Lal
for Ram Lal & Co.

108. Reply.

Dear Sirs,

Yours letter of 10th September enables us to send you our catalogue which will help you to make the best selection of toys. You will find from our large variety of stock, mentioned in the catalogue, that we are the largest importers of toys in India and are, therefore, in the best position to meet your requirements in full.

We can give [illegible] special discount of 10 per cent, provided [illegible] less than rupees one thousand. Fur[illegible] ver the goods free at Ambala R[illegible] you can extend to us your contin[illegible] least rupees twelve thousand a [illegible] terms are 15 days cash, b[illegible] in y[illegible] hand extend the period to one m[illegible]th. [illegible] tr[illegible]n be supplied at once, but for oth[illegible] tanc[illegible] a fortnight's notice to fulfil [illegible] or[illegible]

W[illegible] u[illegible] business with satisfactory to yo[illegible] nc[illegible] always found [illegible] our side we can as[illegible] e sa[illegible] ersonally we s[illegible]nd reliable goods. [illegible] acc[illegible] g them a cred[illegible] [illegible]ou ?

May we hope for a trial ord[illegible]

109. Regarding Hot[illegible]

[illegible]el Green,
[illegible]ba[illegible]
Bo[illegible]

Dear Mr. Singh,

With the anticipated improvement [illegible] conditions you should have frequent o[illegible] visit Bombay city.

I have you on my list as a personal friend and therefore I am making this very frank appeal for your patronage. We need business, every bit of business we can get. I do not want you to be led by colourful promises of the many new hotels that have sprung up. Don't be misled by the offerings of a tiny radio or trickling ice water and promises of low-rated rooms that are always all taken when you arrive. Please don't let these extravagant words wean you away from the large, comfortable, home-like rooms of our hotel.

Here we have something that few can offer. A reputation that we are proud of for perfection in hotel management......a hostlery you can be proud to make your home, a hotel where women can safely stay. Besides all this I absolutely promise better values than any other Bo[illegible]el.

May I anticipate [illegible] and that of your friends whenever yo[illegible]polis ?

[illegible] very tru[illegible]y,
[illegible] Chandr[illegible]
[illegible]ager.

[illegible]nent of India

110. *Regard[illegible]*

Gentlemen, [illegible]es, [illegible] du[illegible]cating

We are [illegible]e [illegible]te the machine for [illegible] Dated 17th [illegible] "[illegible]tetner lowest price[illegible]truct [illegible] representative Duplicator'[illegible] at 10 a.m. to demonstrate its to visit us n[illegible] actual working[illegible]

111. *Reply.*

Gentlemen,

Th[illegible]k[illegible]or your enquiry. [illegible]r. D. C. Chaudhri will visit your office on [illegible]day at 10 a.m.; he will be glad to demons-[illegible]e working of "Gestetner."

As regards price, we believe that it will not offer much difficulty when you have been shown its practical utility.

112. *Regarding Financial Position.*

Dear Sirs,

We are desirous of hearing whether the firm of "Goodluck & Co." Patel Street, Ahmedabad, is a well-established and respectable concern. Please let us know if their financial position is considered strong and if we should be warranted in according them a credit upto Rs. 1,000.

You can rely upon such information being treated with confidence. We are always at your service in similar matters.

113. *Reply.*

Dear Sirs,

It gives us gre[illegible] [illegible]swer your enquiry of the 15th instan[illegible] [illegible]stion enjoys the fullest respect and [illegible] [illegible]fidence of the business world. [illegible] August [illegible]eputed to be possesse[illegible] of cons[illegible] hand [illegible] for[illegible]

The [illegible]opri[illegible] [illegible] is tr[illegible] [illegible]d skilful in their own line [illegible] bu[illegible] [illegible]stanc[illegible] it known for honest dealings[illegible]

We [illegible]e [illegible] [illegible] business with the firm for a long [illegible]e [illegible] always found them most prompt [illegible] pa[illegible] Personally we should have no hesitation in according them a credit beyond your figure.

This is, of course, without responsibility.

(c) ORDERS AND THEIR EXECUTION

114. *Order for Goods.*

Dear Sirs,

We have received your price-list and w[illegible] glad if you will send us by goods train the follo[illegible] articles, as early as possible, but not later than the 25th July. The R/R should be sent through the Central Bank of India Ltd., Allahabad. Please see that the goods are carefully assorted and packed in strong cases, bound with iron straps. If the goods are of the right quality and are liked by our customers, more orders will follow.

Pull-overs, No. 20, size 32″, 34″ at Rs. 40	—1 doz.
Pull-overs, Swaraj brand, size 22″, 24″ at Rs. 25	—2 doz.
Swaraj Woollen caps, size 4, 5, 6 at Rs. 16	—1 doz.
Royal Stockings, khaki, size 9, 10, 10½ at Rs. 10	—3 doz.

115. *Execution of Order.*

Dear Sirs,

We have to-day despatched two cases of hosiery goods per goods tra[illegible]ed in your letter of 24th August. The [illegible] with the invoice for Rs. 156-8-0 [illegible] Central Bank of India Ltd., All[illegible] will be pleased

We are qu[illegible]s we h[illegible]ve taken with the qua[illegible]ment of India the[illegible] are not particular care [illegible] kn[illegible]w at once entirely as you [illegible]e a[illegible]ur own and we will effect an[illegible], expense. [illegible]urs [illegible]thfully,

[illegible]ted 17th ....

116. *Extension of a period of Delivery.*

Dear Sirs,

We thank you for your order of 9th March which gives us an opportunity to serve you. We regret to say that it is impossible for us to deliver the goods immediately. Our stock of Godrej Turkish [illegible]oap has been temporarily exhausted owing [illegible]avy demands. We have asked the factory to [illegible]ard you 14 gross of Godrej Turkish Bath Soap direct. Please confirm by wire if this arrangement suits you.

We have forwarded the other articles today per passenger train and the R/R is sent through V. P. P. for Rs. 94-6-0. Kindly honour the same.

117. *Another Article—same Grade.*

Dear Sirs,

We regret that it is not possible to supply Serge No. 60 before the 25th October.

However, we have in stock another serge that is almost the same in every respect to the one you have ordered. Its cost is exactly the same and it sells for the same price, as you will note from the enclosed price list. We are sure that you will find it suits you wel[illegible] would welcome your approval before w[illegible]. We are holding your order unti[illegible]you. Kindly let us have your instru[illegible] Augus[illegible]

[illegible] hand[illegible] form[illegible]

Dear Si[illegible],

We [illegible]reat[illegible]tanc[illegible] it are not able to offer you ou[illegible]er[illegible]us

Sin[illegible]he [illegible]er, we have stopped handling sewing [illegible]ach[illegible] notified our customers of this fac[illegible] but po[illegible]y this intimation failed to reach you. As we would like to help you, we have re-directed your order to Messrs. Hari Chand & Co., Queens Road, Delhi, with our own favourable note about your credit and business dealings.

We now deal entirely in embroidery machines and will be glad to receive your enqui[illegible]es for the same.

May we do anything more for you ?

119. *Order Executed.*

Dear Sirs,

We have to advice today the despatch of books ordered by you on the 18th November by passenger train under R/R No. 34550. You will find from the invoice enclosed that the amount you remitted is just sufficient to cover the cost of books, not including freight which you may pay on delivery.

We hope that the special discount allowed will enable you to send us repeat orders.

Encl : One R/R.

120. *Order Cancelled.*

Dear Sirs,

On the 14th April when we placed our order for glass bangles with you, it was definitely stipulated that the goods would [illegible] on the 28th April. We promised to s[illegible]mers on this basis but we regret to [illegible] have not yet been supplied. The [illegible] will be useless to us and, ther[illegible]u to cancel our order. This de[illegible]ment of In[illegible]de us lose the business of many [illegible]

121. *Mark[illegible]er.*

[illegible]s,

Gentlemen,

I have received your ins[illegible]ed 17th[illegible]s reg[illegible]ing the booking of order and will attend to them closely.

The market is dull. The representatives of several firms are pressing dealers to execute orders but few are able to put over orders for more than Rs. 100. The dealers hold large stocks but are unwilling for some reason to augment them at present.

I have obtained a few orders which I am sending on to you direct for execution. Please see that the[illegible] are exactly in accordance with instructions so [illegible] good impression may be made.

122. *Acknowledgment Receipt of Goods.*

Dear Sirs,

The goods invoiced by you on the 28th May have now arrived safely and are satisfactory. I enclose cheque No. 00158 for rupees one hundred and thirty (130) in full settlement of your account. Please acknowledge receipt.

Yours faithfully,
....

Encl : One cheque.

123. *Remittance Acknowledged.*

Gentlemen,

We acknowledge with thanks the receipt of your cheque for rupees one hundred and thirty (130) which amount has been placed to your credit.

We have received some very attractive designs for the winter and ar[illegible] that you will find much interest in th[illegible]rtment. An early visit is solicited t[illegible] make a good selection.

[illegible] Augus[illegible]

124 [illegible] hand [illegible]

Dear Sir, [illegible] tis tr[illegible] P.

Accor[illegible]ng [illegible]tanc[illegible] it [illegible]e wish to advise you tha[illegible] ha[illegible] [illegible]or[illegible] you for Rs. 440 at 30 d/s. [illegible] set[illegible] us [illegible] of our invoice of 7th Februar[illegible]st. [illegible]nour the bill on presentation.

125. *Documentary Draft sent through Bank.*

We are sending you a draft for Rs. 5,000 at 60 d/s. on the Imperial Bank of India, Gaya, with documents, re : a consignment of cloth. G. L. 1428/28, 16 cases cloth, shipped from London on 6th July, per *S. S. Patel.*

Kindly hand the documents attached to this draft to the drawees, Messrs. Moti Ram & Sons, after [illegible] draft has been accepted. Please remit to us [illegible] amount of the draft when collected, less your charg[illegible]

126. *Advice of Shipment to Customer.*

We have to advise you that we have consigned on 12th October to your address, 50 bundles, L. C. Liverpool, containing cotton and ropes, by S. S. Ganges. Captain B. L. Desai.

We have drawn upon you for £450 at sight. Shipping documents have been forwarded through the Midland Bank. Kindly honour the draft on presentation and take delivery of the documents from the Bank.

127. *Instructions to Clearing Agents.*

We shall be glad if you will take delivery of 10 cases of hosiery goods, arriving on the 16th March by *S.S. Delhi*. Kindly supervise unloading, thoroughly examining the cases, and making the necessary reservations in the case of damage. Kindly forward the goods to us by [illegible]n and send us your account for pay[illegible]e are enclosing the shipping docu[illegible]d in your favour.

(*d*) C[illegible] CLAIMS.

[illegible]ard[illegible] ment of I[illegible]*ied.*

Dear Sirs,

We have rece[illegible]s, [illegible] ord[illegible]ed from you on the 4th Aug[illegible] to [illegible] that we have to complain of the [illegible]ich [illegible]istinctly inferior to that promised us [illegible]d 17th our tra[illegible]ler, and to the sample he left with us. Some of the tea is spoiled and in consequence the whole lot is worthless to us.

We are unable to offer such goods to our customers and are, therefore, returning them to you today. We hope you will kindly replace them with saleable good tea; and please be more careful in future in executing our orders.

Yours faithfully,

....

129. Reply.

Dear Sirs,

We are sorry to hear that the tea which you received was not what you ordered. The fault, we agree, rests entirely with us. We have sent you today another consignment of tea in lieu. Our Inspector has very carefully examined this consignment before and is confident that you will find it satisfactory. Please return us the inferior consignment at our expense.

We hope you have not been further inconvenienced by this unfortunate mistake. We appreciate your having brought this matter to our notice for it is only by such whole-hearted co-operation that we are able to correct and prevent such oversights.

We thank you, and remain,

Yours faithfully,

....

130.

[illegible], Augus[illegible]

Dear Sirs,

We regret to f[illegible] hand[illegible] cases of glassware delive[illegible] us tr[illegible] P. [illegible]out 20 per cent of th[illegible] artic[illegible] tanc[illegible] it [illegible]rly 30 per cent are [illegible]lly s[illegible] or[illegible]

Will [illegible] pl[illegible] us [illegible] f[illegible] local agent to inspect t[illegible] good[illegible] fro[illegible] c[illegible] shall have to make a claim upon you for 20 per cent of the amount of the invoice. Competition here is so keen that unless we can depend upon your delivering us goods in proper condition, there is very little likelihood that you can retain our custom. We look to you to remedy the cause of this complaint which is very annoying.

131. Reply.

Dear Sirs,

It is most disturbing to us to hear that the goods were not in perfect condition.

The goods were examined before despatch, but evidently the defects failed to attract the attention of our inspectors. We have made a new solution and will be glad if you will let us know immediately if you want us to replace the former goods at our expense ?

We have decided to credit your account for Rs. 10-4-0 and are sending you a credit note to enable you to adjust your account.

Mistakes are sometimes likely to occur in a large business, but you may rest assured that we are always glad of the chance to rectify such oversight made by any department of our firm.

132. *Shortage of Goods.*

Gentlemen,

It is very annoying to us to have to tell you that three doz. handkerchiefs sent to us by your firm are short accordin[illegible]r.

The handke[illegible] urgently required as we had prom[illegible] customers. We had particularly [illegible]eful in packing the goods but [illegible] men[illegible] ave been ignored. This mista[illegible] esult in the loss not only [illegible] he co[illegible]fidence of our customers [illegible] Aug[illegible]s, [illegible] thin[illegible] week ?

Can you mak[illegible] of the [illegible]

[illegible] dated 17th

Gentleman,

We are sorry to learn that by an oversight on the part of our packing department you have been caused so much annoyance and inconvenience. The fault is wholly ours and we admit it.

Owing to unprecedented heavy demands on us, it is not inexcusable, we hope, for you to find that even our most expert despatchers have made a mistake on this occasion. We have instructed the packing department to make up the shortage at once, and hope that they will reach you day after tomorrow without fail. We trust that this explanation will convince you of our endeavours to meet your esteemed orders with the best possible care and despatch.

We are always glad to do whatever is just and proper to set matters right if we are at fault and our customers are dissatisfied.

134. Delay in Delivery of Goods.

Dear Sirs,

May we know when we should expect delivery of goods ordered on 4th August, as they are most urgently needed? These goods were promised within a week and we have been put to considerable inconvenience through this long delay. Please wire us if you can deliver them by the end of this week. If not possible we will have to concel our order, as we cannot wait any longer and must obtain the goods elsewhere.

[illegible]

Dear Sirs, [illegible] Augus

The responsib[illegible] ute your order is ours and we[illegible] hand [illegible] ordered were not delivered [illegible] tis tr[illegible] P. [illegible] We do not desire to offer [illegible] tanc[illegible] it [illegible] or[illegible] ery, but great

We [illegible] id [illegible] us [illegible] f[illegible] cticable for us to pressu[illegible] of c[illegible] fro[illegible] could wish. This delive[illegible] e goo[illegible] c[illegible] is in sp[illegible] e of the fact [illegible] ur people are working overtime. We are extremely sorry to have kept you waiting as we realise that you require the goods urgently. We have despatched the goods to-day and you will get them before the end of this week. Our duplicate invoice enclosed will show that we have allowed you a reduction on the total bill in order to compensate you in some small way for our failure to deliver the goods on the due date.

We trust that you will readily overlook this del[illegible] this time and be assured that we will do our be[illegible] prevent a re-occurrence of any such embarrassing lapse in our service in the future.

136. *Claim for Excess Price Charged.*

Dear Sirs,

We are greatly surprised to find that you should supply Swaraj Hosiery to Messrs. Tilak Chand & Co., at Re. 0-8-0 less than what you have charged from us. When we find that they are able to underquote us by 4 as. a piece, we think it is time to write to you on the subject. Please let us know if you can give us the same terms and prices as you have allowed to our business competitors? Will you also send us a credit note for Rs. 25-4-0 for the excess charge in your invoice of March 8.

137. *Reply.*

Dear Sirs,

The contents of your letter of 13th instant are of a somewhat startlin[illegible] as much as we now hear for the first [illegible]e been selling to Messrs. Tilak C[illegible]r rates. We are able to assure [illegible]en doing nothing of the kind. [illegible]e Book would make this m[illegible]

We have [illegible]rms. If there was any margi[illegible] Aug[illegible]es, [illegible]sed [illegible] allow you the reductio[illegible] of the [illegible]d.

We trust that [illegible] conv[illegible]e you of our sincerity. Can we [illegible] anything further for you?

138. *Delay in Transit of Goods.*

To
The Station Master,
Agra Cantt.

Dear Sir,

We regret to complain of rail delays in the [illegible]ansit of goods which we despatched during the [illegible] few months.

On the 14th February, we forwarded a case containing cutlery goods to Messrs. S. R. Pant & Sons, Muttra, by passenger train under R/R No. 654251. The now write today that they have still not received the consignment. As our customers are in urgent need of these goods, we trust you will give this matter your special attention to ensure prompt delivery.

We have also received many similar complaints of delay from our customers. You will realise that although we take all possible care to meet our customers' needs, we are running the risk of losing business solely through delays in transit. We, therefore, must request you to pay better attention to our consignments, so that the goods may go forward without undue delay. Unless we can immediately be assured of an improved service, we shall be reluctantly compelled to write to the higher authorities.

139. Collection [illegible]ounts.

F[illegible]

[illegible], Augus[illegible]

Dear Sirs,

Enclosed pleas[illegible] hand [illegible] for[illegible] [illegible]ion a statement of our ove[illegible] us tr[illegible] P. [illegible] [illegible]ement of which will great[illegible] [illegible]stanc[illegible] it [illegible] [illegible] or[illegible]

Dear Si[illegible] [illegible] us [illegible] f[illegible]

Our [illegible]count [illegible] fro[illegible] [illegible]ains unpaid. We sent [illegible]ou a reminder a[illegible] [illegible] request you to make an immediate payme[illegible] [illegible] believe that it is your desire to keep your [illegible]t perfectly clear; the only sure way to do this, as you must know, is to pay your bills promptly when they fall due. Any delay is liable to cause a bad impression, which you will find it very difficult to discharge later.

The amount is not large. Please do not postpone this obligation. A return reply envelop is enclosed for your convenience in mailing us your cheque for the amount due.

141. *Third Reminder.*

Dear Sirs,

We are surprised that you have taken no notice of our two previous reminders for a settlement of our account of Rs. 35-6-0 which is now much overdue.

The courtesy of a reply was due, even if it was not at present possible for you to pay our bill.

We do not care to think that you are trying to evade payment. However, that is the conclusion we shall have to come to, if we do not receive your cheque by the 24th instant.

142. *Legal Notice.*

Dear Sirs,

Our previous reminders for settlement of our account of Rs. 35-6-0 due on 16th March have not received your attention. We, therefore, inform you that unless your cheque, in settlement reaches us by the 30th Marc[illegible] compelled to take steps to enfo[illegible]ch as we may dislike to take this [illegible]pe that you will understand [illegible] matter and remit the paym[illegible]rther delay may be serio[illegible]

[illegible] *Time.*

Dear Si[illegible]

I have [illegible]rs and [illegible]m sorry to have kept [illegible] so long for my re[illegible]ly. The reason is that [illegible]ll for about three weeks and am still too weak [illegible]tend to my business.

I regret that I could not make you the payment on the due date. You have always treated me fairly and given me considerable latitude in the payment of my accounts. I hope that you will not fail me now when I want extension for another fortnight to clear my account. I assure you that I am prefectly solvent.

144. *Extension Granted.*

Dear Sirs,

We are very sorry to hear that you were ill for such a long time. We would not have pressed for payment, had we known before that you were ill. We are glad to help you by extending the date of payment for a fortnight by when your temporary difficulty will be over. Can we do anything more for you ?

145. *Extension not Granted.*

Dear Sirs,

We must frankly state that we were not satisfied with your explanation. Our original bill allowed you plenty of time for payment. The difficulties that you mention could have been foreseen and provided for perfectly well. We will, however, give you another chance if you execute a promissory note bearing interes[illegible] cent. and payable in thirty days, [illegible] must insist upon immediate payme[illegible]

146. [illegible]*dend.*

Dear Sir,

Will you [illegible]ay expect to receive th[illegible] estate of R. S. [illegible]nde, [illegible] disposed of the w[illegible]e stock[illegible]

We are enclosing th[illegible]sent duly signed as desired by your letter o[illegible]tant.

147. *Re[illegible].*

Dear Sirs,

As a trustee, I have disposed of the whole of the stock, and fixtures, and have realised all the book debts of R. S. Pande, Nasik with the approval of the Committee of Inspection. I have declared a first and final dividend of four annas in the rupee

I am sending you a cheque for Rs. 50 in full satisfaction of your claim of Rs. 200.

Please sign the annexed form of receipt and return it to me.

II. AGENCY AND CONSIGNMENT LETTERS

148. Asking Agent to Buy Tea.

Dear Sir,

We shall be glad if you will buy against our account eight chests of Nilgiri Tea, as mentioned by you in your letter of 18th September, at Re. 0-10-0 per pound payable at two months, and send us half the quantity by goods train, warehousing the remainder. Please effect insurance against fire at purchase price, plus 10 per cent and hold the goods at our disposal.

Kindly send your account for payment.

149. [illegible] ought.

Dear Sirs,

I am glad [illegible] epted my offer. Owing to the [illegible] tuation I had some diffic[illegible] at the price mentioned [illegible] fied with its quality an[illegible] ure business between u[illegible] to gua[illegible] your interests.

I have forwa[illegible] ur chests of tea against your account, an[illegible] y goods train, while the remainder has been [illegible] oused and insured as per your instructions.

Please find enclosed a statement of account.

150. Sending Consignment of Carpets.

Gentlemen,

Our friends Messrs. Bharucha & Co., Bombay, have given us the name of your firm as a house of good standing and reliability. We have, therefore, upon their suggestion, shipped you a consignment of 600 carpets by *S. S. Indra*, sailing from Calcutta on 6th October and request you kindly to sell them to the best advantage for our account and remit the proceeds after deducting your commission and expenses.

The carpets are of very fine quality and if you can place this shipment satisfactorily, we shall forward large consignments. The shipping documents are enclosed.

151. Reply—Account Sales Sent.

Gentlemen,

We are obliged to our friends Messrs. Bharucha & Co., of Bombay for having recommended our firm to you. We have sold the shipment of carpets in accordance with your instructions.

You will find from the enclosed account sales that we were fortunate e[illegible]se of this consignment just before th[illegible] August [illegible] this market and so have obtained [illegible] than it would otherwise have [illegible] hand [illegible]ain. We are glad to give yo[illegible] this tr[illegible] P. [illegible] and assure you that all f[illegible]tance [illegible] it [illegible]ceive our best care and [illegible]

We are ren[illegible]us [illegible] f[illegible]ank draft. We have sent [illegible] from [illegible]ou find that there [illegible]e goods that [illegible]et, we shall be pleased to send you a trial [illegible]

152. Offer to Repr[illegible]s Agent.

Dear Sirs,

I understand that you have recently established yourself in the fancy china and glass trade and require a representative for Northern India.

I have been representing manufacturers of English and Belgian glass for several years and have made vast connections in the trade. I am confident of giving you considerable business, provided your goods are suitable, and your prices moderate.

Should you be inclined to entertain this offer, kindly write and let me know the conditions upon which you would appoint me your agent. I can refer you to Messrs. J. N. Desai & Bros., Antwerp, and Messrs. Brighten & Co., London, whom I have represented for several years.

153. *Reply by Manufacturer.*

Dear Sirs,

We have received your letter containing your offer to act as our representative in Northern India. We confess that we are favourably impressed by your proposal. But the whole matter depends upon the commission you would require. We give below terms which we trust will be satisfactory to you :—

1 We appoint [illegible] ur sole Indian agent for a period of two [illegible] to pay you a commission on all o [illegible] n India at the rate of 5 per cent.

2. We [illegible] t for *del credere* commissio [illegible] sales up to the

3. Yo [illegible] es, [illegible] he amount less last date [illegible] your comm [illegible] er month as re [illegible] of the

4. We sh [illegible] show-room and [illegible]

5. All goods [illegible] be delivered to you carriage paid free at your godowns.

6. You will bind yourself not to represent any competitive firm of ours during this period.

7. You will keep us informed of the market conditions by sending us your monthly report.

We shall be glad to know if these terms are acceptable to you.

154. *Reply—Terms Accepted.*

Gentlemen,

I am glad to accept your terms contained in your letter of 15th December, if you can raise the rate of *del credere* commission to 3 per cent. I hope you will have no difficulty in agreeing to this moderate revision of your offer ?

III. INSURANCE LETTERS.

155. *Invitation to take up Life Insurance.*

Dear Mr...................

Some day you will be an old man, unable to support yourself and your family. Do you wish to be comfortable then or to be miserable and poor ? It all depends on what you are doing now. My vast insurance experience is at your disposal. Make use of it now and be sure of the future. If you post back the enclosed card, I shall quote you the best terms to suit your age [illegible]nts. This will place you under no o[illegible]

[illegible]urs sincerely,

156. [illegible]

My dear Mr....... [illegible]

I am much ob[illegible] us [illegible] instant. Kindly send me a [illegible] fro[illegible] My date of birth [illegible] 17th Ju[illegible] I earn Rs. 150 a month. I have a [illegible] five children and a wife.

Can you advise me about th[illegible] I should take up ? Please let me know the detailed proposals.

157. *Invitation to Revive a Lapsed Policy.*

Dear Sirs,

You decided seven years ago to take out an insurance policy. Did you decide incorrectly ? Did you make a mistake when you took up that policy ? I am confident that you made a wise decision.

Your policy can still be revived under the company's liberal regulations. You will be surprised at the easy method provided for reviving the policy. Just write to me that you want to get back the policy.

158. *Renewal af a Policy.*

Dear Sir,

I thank you for your suggestion for reviving my lapsed policy. I am willing to take advantage of your offer. Please do the needful and let me know the amount that I have to pay. My policy number is 1561515.

159. *Policy Paid Up.*

Dear Sir,

I have decided, after mature consideration, to get my endowment policy No. 215586 paid up. Therefore I request that you will kindly send me the necessary forms to [illegible] filled in for the purpose, so that the matte[illegible] settled.

[illegible] *Policy.*

Dear Sir,

I wis[illegible] No. 511987 to my wife Sh[illegible]h the policy on which [illegible] endorsed and my signatu[illegible] two respectable persons.

I hope [illegible] register the policy and return the s[illegible] an early date.

[illegible]*lay in* [illegible]*ubmitting a Claim.*

[illegible]olicy No. 419875.

Dear Sir,

My husband Mr............died on............at Quetta. As the assignee of my deceased husband, I am enclosing the claim form dully filled in and also the death certificate with the policy.

Kindly arrange for early settlement of this claim.

162. *Advice of Damage by Fire.*

Dear Sirs,

We regret to inform you that yesterday, at 5 a.m., a fire broke out in our permises in Chandni Chowk.

We locked up the shop in the evening and made sure that everything was in good condition. At about 5 a.m. the *chaukidar* saw smoke coming out of the window in front of the shop. He at once raised an alarm and informed us. It took us only five minutes to reach the permises, when we had confirmation of the report of fire by seeing flames spreading. The fire brigade reached the place few minutes later but it took about one hour to bring the fire completely under control. The shop was gutted with water.

The fixtures are partially burnt but most of the stock is damaged either by fire or water. We estimate the loss at Rs. 10,000.

Kindly send your inspector [illegible] see things for himself and prepare a rep[illegible] [illegible]mage done. In the meantime the [illegible] [illegible]t locked and guarded by the poli[illegible]

163. [illegible]

Dear Sirs,

We have just [illegible] us [illegible] [illegible]dles of cloth, p[illegible]t of 20 [illegible] from [illegible] [illegible]ary from Manches[illegible]r per sailing [illegible] [illegible], Captain Hans Raj, has suffered da[illegible] [illegible] [illegible]nloading at Bombay, and is rendered unfit [illegible]

Enclosed please find a cop[illegible] [illegible] [illegible]voice which shows that the damaged bundle P. L. C. 30 was priced at Rs. 353 to which must be added 10 per cent. insurance. I now request you please to send me a cheque for Rs. 385 or the total amount of the claim in full settlement.

The damaged bundle is in the Dock Company's Warehouse in Bombay.

164. *Refusal to Indemnity.*

Dear Sir,

We have seen the report of the experts and have examined the sample of cloth extracted from the damaged bundle, but we do not think that the damage amounts to three-fourth of the value of insurance. There is no question, therefore, of complete loss.

It appears that the cloth on the outside has only suffered. We estimate the loss at Rs. 65 and are prepared to indemnify you to that extent.

We think that it is to our mutual advantage that you accept this compromise.

165. *Cargo Insured.*

Dear Sirs,

Please insure against all risks, 3,000 value of a cargo of hosiery goods, weight 5 tons, marked 94-118 to be shipped on 18th May for our account on board *S. S. Bh*[illegible] [illegible]tain N. S. Kang, bound from Bombay to Po[illegible] [illegible]nd us your account for payment.

[illegible]RS

166. [illegible] *Bank Account.*

Dear M[illegible] [illegible]es,

Savin[illegible] of a man or a woman. [illegible] you put into a b[illegible]nk helps you and th[illegible] from the mome[illegible]t it gets into circul[illegible] form of a loan. Your business, your [illegible]s, your friends, all get the benefit from your savings. Don't you feel happy to know that your rupee was the means of relieving many a starving business?

Saving is largely a matter of habit. It is easy after one makes a start. A bank account gives you a sense of protection and makes you thrifty. It raises your credit. Come in with at least four annas to deposit and the account will be opened at once.

May we hope to see you soon ?

167. Thanking Customer for Opening an Account.

Dear Mr.........

Thank you for your opening an account with us. Please inform us immediately if you fail ever to get courteous and efficient service. We shall always be glad to have an opportunity to help you.

If you like us, please tell your friends.

168. Requesting Customer to send Pass-book.

Dear Sir,

We note from our records that your passbook No. 31564 has not been sent to the bank for the last two months for being made up. Kindly send it to us soon, so that it may be entered to date.

169. Pass b[illegible]

Dear Sir,

I am sending [illegible] 564 to be made up. Kindly retur[illegible] entries have been recorded a[illegible]

[illegible]

No 15134.

Please furnis[illegible] from [illegible], Mr. R.C. Jain M.A., of Calcutta, [illegible] extent of Rs. 20,000 (Rs. twenty tho[illegible] the amount of our charges against his draft[illegible]

Please note your payment [illegible] the back of this letter and draw upon us for them. The specimen signature of Mr. R. C. Jain is given below ;—

To

Specimen signature. 1. Lloyds Bank Ltd., London,

2...........

3...........

4............

5............

171. Bills Sent for Collection.

Dear Sir,

We have remitted you the following drafts;—

Rs. 200 at sight on G. L. Datt & Co., Agra.

Rs. 500 on demand on Ranbaxy & Co., Delhi.

Rs. 400 Cheque on Punjab National Bank, Kanpur.

Please pass these amounts to our credit and advise us of receipt,

172. Information for Cheque Lost.

Dear Sir,

Please note that to-day I have lost a cheque No. 11005 for Rs. 320 drawn in favour of Self. I authorise you to stop its payment when it is presented.

173. [illegible] *a* [illegible] *posit Account.*

Dear Sir,

My de [illegible] 40 for Rs. 10,000 matures [illegible] please renew the account [illegible] he a new receipt. The old [illegible] ith.

[illegible] *turned.*

Dear Sirs,

We have [illegible] u about the despatch of your cheque No. [illegible] Rs. 400 drawn on the Punjab National Bank, Kanpur, which has been returned to us today as unpaid. The memorandum showing the reason for its refusal is atttached. We have debited your account for annas eight, being our commission. Kindly adjust your books and acknowledge receipt.

175. *Request for a Transfer.*

Dear Sir,

Please transfer the sum of rupees one hundred and ten only to the credit of Mr. Ram Narain Kapur and debit my current account with the same.

I am also sending my pass-book which may be returned when made up and adjusted.

176. *Request for Loan.*

The Manager,
Central Bank of India Ltd.,
Mysore.

Dear Sir,

We have been successfully carrying on the hosiery business for the last ten years and intend to extend it to other provinces. We shall require Rs. 5,000 for the purchase of a machine and raw materials to meet the growing demand [illegible] c[illegible]cts. Will you please advance us [illegible] August [illegible] years? We are enclosing a copy of [illegible] hand [illegible] Account and a Balance Sheet [illegible] tr[illegible] P. [illegible]liboi & Co., Auditors, Bomba[illegible] stanc[illegible] it i[illegible] will show you that our po[illegible] [illegible]t most of our assets are [illegible] deposit Government Sec[illegible] us [illegible] f[illegible],000. [illegible] from [illegible] a personal

We [illegible]ope you will ki[illegible] interview for arranging th[illegible]

177. *Instructions to sell* [illegible]*curities.*

Dear Sir,

You will find under a separate registered cover 5 per-cent. Government War Loan 1950-55, No. 21561, for Rs. 10,000 which kindly sell at the best market price obtainable, and credit the proceeds to our current account. Please send us the detailed statement of accounts as soon as the paper is sold.

178. *Collecting Coupons.*

Dear Sir,

I am sending two coupons Nos. 11560 and 11561 for Rs. 40 each and request that you would kindly collect dividend from the Bombay Treasury Company Ltd., and credit the same to my current account.

V. JOINT-STOCK COMPANY LETTERS

179. *Letter of Application for Shares.*

Dear Sir,

I have paid your bankers, the Punjab National Bank Ltd., Amritsar, the sum of Rs. 500 being a deposit of Rs. 10 on 50 ordinary shares of Rs. 100 each in your company. I request that you will kindly allot to me ordinary shares, and I hereby agree to accept the same, or any less number that you may allot to me, on the terms specified by you.

Yours faithfully,

Name in full [illegible] *Kishan Dayal M.A.*
Address : [illegible] College, Amritsar.
Profession [illegible] Economics.

[illegible]

Dear Sir, [illegible] for shares in

With [illegible]ou that you have this comp[illegible]hares of Rs. 1[illegible] each. been allott[illegible]000 to company's bankers, Please pay t[illegible] Ltd., Ludhiana, on or be- the Punjab N[illegible]952. fore the 30th [illegible]

181. *Letter of Regret.*

Dear Sir,

I regret to inform you that the Directors are unable to allot to you the full number of shares applied for on the 15th July, 1949 in view of the fact that the issue was largely over-subscribed.

I, therefore, forward herewith a cheque for Rs. 300 deducting a sum of Rs. 200 due as application and allotment money on the ten shares allotted to you.

182. *Notice of Dividend.*

Dear Sir,

I am glad to forward herewith a warrant for the dividend, declared at the meeting of the company held on 20th January, 1953, in respect of your holding of Rs. 1,000. The rate is 10 per cent for the year ended 31st December, 1952,

183. *Letter Notifying Forfeiture.*

Dear Sir,

As you have not complied with the notice sent to you on the 15th instant. I am directed to inform you that the shares Nos. 44549 and 44568 are duly forfeited by the Directors.

184. *Reply to an Enquiry.*

STEEL MANUF[illegible] LTD.,

[illegible]mber, 1952.

A. L. Suri Esq[illegible]
Nehru Str[illegible]

Dear Sir,

In answer to yo[illegible] fro[illegible] I have to inform you that there [illegible] undation for the rumour that the com[illegible] absorbed by another company. The [illegible] spects are excellent and the finances are [illegible] und condition as shown by the last year's balance sheet. On the other hand the Directors are contemplating opening a branch at Ambala.

I cannot understand how such a report could have arisen.

Yours faithfully,
P. F. Steel Manufacturing Co. Ltd.,
M. Chand,
Secretary.

185. *Disposal of Share Certificate.*

Dear Sir.

The certificates for shares in the company are now ready and will be delivered to members in exchange for Allotment Letters and Banker's receipts between 10 a.m. and 3 p.m. on any business day.

The certificate can be handed to some other person on your behalf or can be sent by post at your risk on receiving instructions in writing from you.

186. *Offering New Shares.*

Dear Sir,

I am directed to inform you that the ordinary share capital is to be increased by the issue of 50,000 shares of Rs. 10 each.

If you desire to subscribe for further shares, the form of application, which is attached, should be filled and retur[illegible] the office not later than 26th October, 1952. [illegible] of 200 shares in the company enti[illegible] 50 new shares.

[illegible]ERS

[illegible] *[illegible]irs.*

Dear M[illegible]

The r[illegible] at th[illegible] u[illegible]ave caused such a great damage t[illegible] Can we [illegible] it looks completely dilapidated. T[illegible] the drawing-room is leaking badly and [illegible] danger of falling. The floor has begun to give [illegible] a bad smell. It requires cementing. Mud and water have trickled down the sides of the walls and made the room very unsightly. The kitchen should be plastered and broken glass panes be replaced. The bed-room also needs repairs.

Please send your men to put the house in a thorough state of repair as soon as possible.

188. *Reply.*

Dear Mr............

I thank you for calling my attention to the dilapidated condition of my house. I have to-day instructed my men to carry out thorough repairs and to put the house in a condition satisfactory to you. I shall be obliged if you point out to them the various repairs to be done.

189. *Request for a Whitewash.*

Dear Mr............

I shall be much obliged if you will kindly arrange to get my house whitewashed during the Dussehra holidays. I may point out that you had kindly promised to get the same done when I occupied the house last July.

190. *Reminder for Payment of Rent.*

Dear Mr............

Your rent is due f[illegible] July, August and September, 1952. I shall be ob[illegible] kindly send me a cheque for Rs. 60 i[illegible]

[illegible]

Dear Mr............

I am enclosing [illegible] Rs. 60 in settlement of rent of my [illegible] September, 1952. Please acknowledge [illegible]

192. *Receipt* [illegible]

[illegible] Krishna Nagar.
Aligarh.
5th October, 1952.

Received with thanks from Mr..................the sum of Rs. 60 only (Rupees sixty) on account of rent of house No.........for the months of July, August and September, 1952.

Signature One anna revenue stamp of receiver,

193. *Notice to Increase Rent.*

Dear Mr............

In view of the extensive improvements carried out in your house and the increased cost of repairs owing to rise in prices, I have been compelled to increase the monthly rent of your house from Rs 20 to Rs. 25 only. I hope you will have no objection, in the circumstances, in paying the increased rent.

194. *Reply Favourable.*

Dear Mr...........,

I quite understand the circumstances in which you have been obli[illegible]ase the rent of your premises occu[illegible]h the increase in the cost o[illegible]t to pay a higher rent, yet i[illegible]tions I am quite willing t[illegible] It is, however, understo[illegible] temporary.

[illegible] *Unfavourable.*

Dear Mr...

I wish to [illegible]ge your letter, dated........... intimating [illegible]cement of rent of my house. I regret to inform you that the increased cost of living does not justify any increase but rather it strengthens the case for a decrease in rent. I am unable to pay the increased rent and if you insist upon it, I shall reluctantly have to a vacate your house. Kindly inform me about your wishes so that I may make necessary arrangements.

196. Extension af Time for Paying Rent.

Dear Sir,

I have received your reminder and am sorry to have kept you waiting so long. I have been ill for about two montns and am still too weak to attend to my business.

I regret that I could not pay you the rent as promised owing to unavoidable circumstances. You have always treated me fairly and given me considerable latitude in the payment of rent. I hope that you will not refuse me accommodation when I want an extension for another fortnight to clear my arrears. I assure you that I have no intention to evade payment and embarrass you in any way.

197. Notice to Vacate House.

Dear Sir,

You have failed to pay me rent for the last three months and have given me no satisfactory explanation of your default. I request you to vacate my house before 2nd Febr [illegible]

VII. MISC [illegible]

198. Remin [illegible]

Dear Sir,

We notice from our rec [illegible] transacted on business with us [illegible] Naturally we are wondering what the [illegible] bout that

If there is anything unsat [illegible] last order, will you not let us know ? We want your future business, of course, and we can assure you that our firm would be very unwilling to permit a past transaction to remain in any way unsatisfactory to you.

Yours truly,
Lilly & Company.

199. *Annual Reduction Sale Notice.*

Bharat Clothing House,
5 E, Connaught Circus,
New Delhi.
Dec. 20th, 1952.

Dear Sir,

During the month of January we hold our ANNUAL REDUCTION SALE of Winter Overcoats, Men's Furnishing Goods, Hats and Shoes.

We shall make radical reductions from regular prices that will show you a saving in many cases from 25 to 50 per cent.

Monday, December 26,
Tuesday, December 27,

are set aside for you to make your selections before the sale is advertised in the newspapers, Friday, December 30.

Our charge customers may take full advantage of this important January sale and have purchases charged to their account, the bill of which will not be rendered until Febr[illegible]

Yours truly,
Bharat Clothing
House.

P. S. Ple[illegible]

[illegible] pany Limited.

From [illegible] partment

To [illegible] Department

[illegible]ject :—Letters to general Mailing list.

We are preparing a letter to be sent to our general list of 5000 names. Will you please order for this purpose a sufficient quantity of letter heads printed on National Bond—the same weight and colour that we use for our general correspondence.

B. S.
Advertising Manager

201. *Another form.*

From

Purchasing Department

To

Advertising Departments, Mr. B. S.

Subject :—National Bond.

This will acknowledge your requisition for National Bond to be used for a letter to our general mailing list.

In view of the fact that this is such a large mailing, would it not be wise to use a cheap grade of bond paper instead of National Bond? We standardise on National Bond for company letter heads and for forms like this. But for a mailing to a large list we might save a little by using some other paper.

Please give me your opinion in this matter.

A. Kumar.
Purchasing Agent.

202. *[illegible]ther form.*

To

A. Kumar, P[illegible]

From

B. S., Advertisin[illegible]

Subject :—Na[illegible]

I am glad you questio[illegible]tion for National Bond for a letter t[illegible] mailing list. I have been wanting t[illegible]ord about this matter for some time.

To use National Bond for letters of this kind to a large list is even more important than to use it for our routine correspondence.

Here is the reason:

While we know that we are sending out 5,000 letters the people who receive these letters do not know anything of the kind. So far as they are concerned, the letter that each receives is the only one that we sent out. Therefore each of these 5,000 individuals judge us by that one letter.

It is important, therefore, that the letter makes a favourable impression on all of them. Any small amount that we might save by using an inferior grade of paper is more than offset by the unfavourable impression such a letter would make on individuals who receive it. This letter will be our first contact with a good many important prospects. It is important, therefore, that it be just as good as we can make it. That is why I specify National Bond.

B. S.

Advertisement Department.

203. *Admission of a Partner.*

Dear Sirs,

Owing to the large increase of my business, I have taken into partnership Mr. G. M. Kumar who has been my representative for the last ten years. He is thoroughly fam[illegible] this business and is an entirely [illegible]tact.

I am [illegible]day and shall be glad to have [illegible] of your account up to and [illegible] I shall in further trade under [illegible] Kapur & Co.”

I tha[illegible] past favours and hope for the conti[illegible] same.

[illegible]r. G.M. Kumar will sign :
Kumar Kapur & Co.

204. *Invitation to buy Jewellery.*

Dear Sir,

Call “Jewellers Home” 5814 and make an appointment this week in order that we may show you the new designs and have your necklace and ear-rings finished for 20th December—the auspicious birthday of your wife.

Surely Mrs Chaudhry will be happy to have this charming present.

205. *Offering Christmas Greetings.*

Dear Sir,

We offer you a very happy Christmas and a prosperous New Year.

Our business last year was flourishing and we know that it was due entirely to your confidence and recommendations.

We offer you our best thanks for your past patronage and assure you and your friends of our best services in 1953.

206. *Introducing a Business Friend.*

Dear Sir,

This letter will be handed to you by Mr. B.N. Singh, our representative, whom we are sending to work up a connection in Bombay.

He will require first hand information respecting the standing of various tr[illegible] we should greatly appreciate any assistanc[illegible] him in such matters.

You can command us i[illegible]

fro[illegible]

LETTERS OF IN[illegible]

207. *Introduct[illegible]*

[illegible]nk Street,
[illegible]aroda.
A[illegible]gust 3, 1952.

....

This will introduce to you the bearer, Mr. M. Chaudhry who will be in your city for some time. Mr. Chaudhry having come originally from the East Punjab, feels that he would like to engage in businness in his own province and in visiting Ludhiana for that purpose.

He is a young man who has made many strong social and business acquaintances in this part of the country and we feel that his going away is a distinct loss to us.

I am sure Mr. Chaudhry will appreciate any opportunities that you may give him to become acquainted with the business men and business conditions of your vicinity.

Yours truly,

208. *Another form.*

The bearer of this letter Mr. M. Mashruwala is a parton of our bank and is personally known to me as a business man of excellent reputation.

I am sure that you will enjoy doing business with him and that he will appreciate an introduction to the hardware dealers of your city.

…………

209. [illegible] *an Applicant.*

Dear Sir,

Mr. [illegible] has applied to us for the position [illegible] tells us that he was in your service for [illegible] years. Will you kindly advise us in the [illegible] regarding his character, habits and ability [illegible] to secure a man who can be relied upon [illegible] honestly, quickly and accurately. We [illegible] appreciate your giving us any additional information about him, if possible. Thanking you.

210. *Enquiry about an Applicant.*

Vizagapatam,
May 30, 1953.

Mr. M. Sannathan,
The Woolwear Company Ltd.,
5, Krishnaraja Nagar,
Bangalore 15.

Dear Sirs,

It gives me pleasure to answer your enquiry of May 25, relating to Mr. S. Shanmukhan.

Mr. Shanmukhan worked in our shipping department for three years, after graduating and during the past year he has been in our receiving department.

He is a hard and willing worker, and I may add that in whatever he undertakes he uses his brains. He has invented what is, I think a unique but simple and effective method of checking goods in our somewhat complicated receiving department. This system has saved us much time and money.

The firm will be sorry to lose him; but as he wishes to try larger field we are glad to recommend him to you unreservedly as to character and ability.

Yours very truly,
P. N. Raja.
[illegible]it [illegible]ager.

211. *A letter of recommendat[illegible]quiry.*

UNIFORM A[illegible]
IMPORTER[illegible]
[illegible]........
[illegible]........
Jan[illegible]y 30, 1953.

Mr. A. S. Sandhu,
5, West Street, Lucknow.

Dear Mr. Sandhu,

Mr. Sharda was employed for two years in our accounting department, coming to us direct from

Delhi School of Commerce, without business experience. When he joined our staff, he at first had considerable difficulty in meeting our requirements. However he showed commendable persistence in making his services more valuable, and was always dependable. In his second year he was able to direct our Book-keeping department during the six months' absence of our head accountant.

I am credibly informed that his present employers consider him an exceedingly valuable man.

L. N. Sharma
....
Manager.

212. *An advertisement to Let a House Property.*

House to let, three storeyed. Electricity and water laid. Well ventilated. Two sides open. One kanal land attached to house. Motor garage and servants quarters. Central situation. Every convenience. Rent moderate. Apply c/o. Post Box No. 5489.

1. SPECIMEN BUSINESS LETTERS

I

Letters of Application.

A letter of application should be written with great care and precision. The writer should bear in mind that the employer will judge his (the writer's) character and personality from the letter. If the letter smacks of assurance or boastfulness it is likely to prejudice the readers against its author: similarly the writer will ruin his chances if he writes the application in a timid or diffident tone. The following hints should be kept in mind while writing applications:-

(*a*) The application should be written by the applicant himself.

(*b*) The application should be written respectfully and modestly but frankly, stating the qualifications without boastfulness or timidity.

(*c*) The application should be in simple English, absolutely free from errors of grammar, spelling and punctuation.

(*d*) The writing should be neat and legible, free from blots, corrections etc. If it is typed the draft should be carefully read and cor[illegible]

(*e*) The application should f[illegible] necessary information required fro[illegible] Vaguene[illegible] and ambiguity o[illegible] of details should be avoided.

Illustration[illegible]

(*a*) *Letter of Application for a S[illegible]on.*

13 Taylor Square,
Ashoka Road,
New Delhi.
20th March, 1953

Messrs Hingorani & Co.
Subzimandi, Delhi

Gentlemen,

In reply to your advertisement in the *Hindustan Times* of 18th inst, I offer you my services.

I am 23 years of age and have been in my present situation as a steno-typist since I left college, two years ago. My employers Messrs. Hardy & Surrey, of Cannaught Circus New Delhi are liquidating their firm shortly and I have, therefore, to look out for another job.

I passed the B. Com. examination from Commercial College Delhi in the Second Division in 1949. I have a good knowledge of Book-keeping and office work generally; am a fairly rapid typist, my average speed being 40 words a minute.

My present salary is Rs. 150/- per month but I look forward to a higher initial start.

I enclose a testimonial from the Principal of the Commercial College and another from Messrs. Hardy & Surrey. I shall gladly furnish other credentials if necessary.

If you kindly favour me with an interview, I shall be glad to give you any further particulars you may require.

Encl. 2

I am, Gentlemen
Yours faithfully
. . . . .

(*b*) [illegible] *a job in a Publishing House.*

13 Old Railway Road,
Ambala Cantt.
17th December, 1952

Messrs. Malh[illegible] Brothers,
Publishers,
60, Daryaganj, Delhi

Dear Sirs,

In response to your advertisement in to-day's *Amrit Bazar Patrika* for a School and College Representative, may I offer my services for your consideration?

I am a graduate of the Punjab University and have been a teacher for about five years. During the last three years I have been representing one of the leading publishing houses of U. P.

I am well acquainted with all the details of the work of the job you have advertised, and have established contact with a large number of firms dealing in educational books. I feel confident that if given a chance, I should successfully introduce your publications in all the prominent towns of the Punjab, U.P. and other states.

My desire to change is due to the introduction of new management in my present firm. I should be prepared to start with you at Rs. 200 per mensem, subject to rise as I extend the sales.

I come of a respectable family and my age is 30.

I enclose a testimonial from my present employers and shall be pleased to furnish further credentials, if necessary.

Yours respectfully,
... ...

(c) *Offer to Act as Selling Agents.*

Krishna Gali,
Patel Road,
[illegible]roda,
[illegible] 3. 1952

The Sales Manager,
National Silk Co. Ltd.,
Ba[illegible]galore.

Dear Sir,

We had your name and add[illegible] o us by Sri K.S. Rao, your travelling agent and we [illegible] e to say that our services are at your disposal for the sale of your products in this market. We act solely as selling agents of a number of leading textiles concerns, receiving goods for sale on commission and remitting net proceeds by cheque with account sales the day after a sale has been effected. Our firm is 15 years old, having been set up in 1937.

May we assure you that our commission rates are very reasonable and lower than those of any other firm in this line. We shall be pleased to discuss our terms and start our dealings with you. We feel confident that if you give us a trial once it will lead to a mutually profitable business between us.

We enclose the names of several merchants with whom we deal and to whom we may refer you for further particulars.

Yours faithfully,
Ram & Mohan Co.

(*d*) *Reply to the above.*

The National Silk & Co, Ltd.,
Bangalore.
1st. December, 1952.

Messrs. Ram & Mohan,
Krishano Gali,
Patel Road.
Baroda.

Dear Sirs,

We are in receipt of your letter of the 13th November and have carefully considered your proposal. On the whole, we are favourably impressed with it. If satisfactory terms can be arranged, we would like you to take up the ag[illegible]tio[illegible] everything depends upon terms, we pre[illegible] at th[illegible] travelling agent Sri K. Rao to discuss the[illegible]s. Can we [illegible] you. Mr. Rao will be in your town on t[illegible] instant and call on you. Please inform us e[illegible]day in [illegible]ll be in town on those dates so that he may [illegible]

Yours faithfully,
National Silk Co. Ltd
[illegible] P
[illegible]ne

II

Letters of Enquiry

(*a*)

Hingorani & Co.,
Subzi Mandi,
Delhi
10th April, 1953

Messrs. Hardy & Surrey,
Connaught Circus,
New Delhi.

Dear Sirs,

Mr. K. C. Tripathi, who informs me that he has been in your employ for the past two years, is an applicant for the post of steno-typist in my office. I shall feel obliged if you kindly give us your opinion about his work, efficiency and character. Is he a reliable, earnest and hardworking gentleman? In particular I shall like to know whether he can be safely trusted with confidential and important office matters.

Thanking you in anticipation of an early reply.

Yours faithfully,
K. Hingorani

(b) *Inquiry about a Firm.*

Malhotra Brothers,
60, Daryaganj,
Delhi.
10th May, 1953

The New Publishing House,
Travancore.

Dear Sirs,

We should be much obliged i[illegible] give us some information about Messrs. [illegible] Clive Circle, Travancore. We ask yo[illegible] neighbours and you have had busines[illegible] some years.

We are contemplating to hav[illegible] [illegible]tions with them and we would, therefore, like [illegible]s [illegible]now [illegible] their firm is a well-established and respectable concern. You know that our terms are cash in two months, and not half-yearly credit, as is the case in your line. Would you consider them safe for say Rs. 5000, Rs. 6000 to begin with?

As we have had no previous dealings with the firm, we are naturally anxious to take every precaution before entering into any deal. We shall highly appreciate any information which you can provide about the stability and standing of the firm, and you can rest assured that the information you furnish will be used in absolute confidence.

Hoping to be excused for troubling you.

Yours faithfully,
... ...

(c) *Request by a Firm for a Loan.*

K. C. Shinde & Co,
Hardinge Avenue,
Jubbulpore,
May 13, 1953.

Messrs. Kirloskar Brothers,
13, Tilak Lane,
Nagpur.

Gentlemen,

As you know, we started our business of soap manufacture six years ago, which turned out to be quite successful from the very start. Two years back, you kindly helped us with a loan of Rs. 15,000/-, being satisfied with our stability and the prospect of the rapid expansion of our trade.

Now, w[illegible] as our business has considerably expa[illegible] of our premises is urgently called for. [illegible] enough capital for the purpose and [illegible] on [illegible] you could give us a further loan of we sh[illegible] us [illegible] *[illegible]* the rate of interest *viz.*, 6 per cent. Rs. [illegible] he may per[illegible]

[illegible] to your notice that on the extension of our premises [illegible] possibilities of our business will extend a great deal, especially because there are no competitors in this line in the district.

Should you like to gather more information about the present state of our business and its future possibilities you may please refer to Gharpure Brothers, 6 Chetna Road, Jubbulpore, with whom we have been having frequent business dealings since the inception of our firm, and who have also agreed to advance a loan of Rs. 15,000/- for the project in hand.

An early reply will be highly appreciated.

We remain,
Gentlemen,
Yours faithfully,
K.C. Shinde & Co.

(*d*)

13, Tilak Lane,
Nagpur.
May 20, 1953

Messrs. Gharpure Brothers,
6, Chetna Road,
Jubbulpore.

Dear Sirs,

Messrs. Shinde & Co. of Jubbulpore, who are negotiating a loan, have referred to you for particulars as to their financial standing and we should be glad if you inform us if in your opinion their business is being carried on in a satisfactory manner and whether they can safely embark upon further extending it by adding to their premises.

This firm negotiated a loan of Rs. 15,000/- with us three years ago and have been duly and regularly paying interest there on. They claim that as their business has been constantly expanding they b[illegible] extension in their business premises [illegible] they have made a request to len[illegible] Rs. 15,000/- [illegible] the same terms viz[illegible] cent interest per annum.

We believe that you had a si[illegible] them. Moreover as you are their neighbours [illegible] partners of the firm personally, you should be [illegible] to advise us whether the firm is warrante[illegible] loan of Rs. 30,000. In particular, please tell us [illegible] proposal to extend their premises is likely t[illegible] materially the development of their business. It [illegible] that they are being too ambitious and their ventur[illegible] fail to yield the expected increase in business.

With apologies for troubling you and assuring you that any information with which you favour us will be treated as strictly confidential.

Yours faithfully,
Kirloskar Brothers

(*e*) *Reply to above.*

6, Chetna Road,
Jubbulpore.
June 1, 1953.

Messrs. Kirloskar Brothers,
13, Tilak Lane,
Nagpur.

Dear Sirs,

In reply to your inquiry about Messrs. Shinde & Co. we can safely say that the firm is well managed and commands a reputation for uprightness and straightforward dealings and one can depend upon their fulfilling any agreements to which they may commit themselves.

The firm has obviously been doing a very good business and the need to extend their premises is both genuine and imperative. The proposed extensions will, as far as we can visualise, greatly promote the development of the business. It is estimated that its total output and turnover will become nearly doubles. As there [illegible]tors it may be safely hoped that the [illegible]e entire market of the district and [illegible]fit.

[illegible]ssibilities of the business in view [illegible] *ay in* an advance of Rs. 15000/- to which [illegible]

[illegible] definitely advise you to give the loan asked [illegible]ugh we have placed all the material facts [illegible]business known to us. We may add that their [illegible]ts, machinery and fixtures, would provide ample [illegible] for the loan, if necessary.

Yours faithfully,
Gharpure Brothers

III

Letters of Introduction and Recommendation

Letters of introduction and recommendation involve a great degree of moral, if not necessarily legal, responsibility upon the writer. In introducing and especially in recommending a person, the writer should exercise the greatest caution. If the party introduced or recommended is not fully known to the writer, he had better not write about it. Generosity or kind-heartedness should not be allowed to override business prudence and caution. The language used should be precise, guarded and balanced. If persons or parties are recommended too enthusiastically the writer's reputation for good judgment and, perhaps for regard for truth, would be lost.

Nobody should be recommended for credit transactions or for opening an account with unless he is known to be a person of sound financial stability and of irreproachable character.

Illustrations

(*a*) *Introducing a Business Friend.*

Powell & Co. Ltd.
Baker's Bridge,
Calcutta.
25th December, 1952

Messrs. Govil Brothers & Co.
10, Hornby Road,
Bombay.

Dear Sirs,

Mr. Ralph Hodgson, who will deli
is a gentleman whom I have known fo
During the last two years he has been a se
the firm of Blackwell & Co. of Calcutta and
which we had business relations for many years

Blackwell and Co. are dealers in electrical g
Mr. Hodgson desires to introduce personally the pu
of this firm to you. We feel confident that in s
him to you we are guiding him in the right directio
you are certainly in a position to render him great hel
introducing the goods of his firm in the market.

Mr. Hodgson is a reliable man and the firm he represents has a reputation for fine workmanship and straightforward and prompt dealings.

Anything you may be in a position to do for Mr. Hodgson will be highly appreciated, and we may assure you that we shall be happy to reciprocate whenever you allow us the opportunity.

Yours faithfully,
Charles and John Powell.

(b) *Introducing an Agent.*

Bengal Chemicals Ltd.,
Pedder Road,
Bombay.
8th January 1953

Messrs. Hakimbhai Fazalbhai,
Chandni Chowk,
Delhi.

Gentlemen,

This letter will be delivered to you by Mr. Dinshaw Pistonji, agent for the firm doing business under the style of "Eastern Glass and China ware," Abdur Rahman Road, Bombay. I have known both Mr. Pistonji and his firm for several years. The firm deals in native as well as imported [illegible] and its goods are highly valued in the [illegible] at once better finished and cheaper [illegible] the dealers in the line.

[illegible] intelligent, dependable and experienc- [illegible] be obliged if you will give him a [illegible] his wares to you and open business [illegible] his firm. Further I shall deem it a personal [illegible] you will help him in establishing business contact [illegible] firms known to you in your town and district.

[illegible] all at all times be ready to render you the like [illegible]

Yours faithfully,
H.C. Desai

(c) *Recommending a Friend for an Appointment.*

Gordon Castle,
The Mall,
Simla.
14th August 1952.

Mr. K.C. Kapoor,
Proprietor, Usha Sewing Machines Ltd,
New Delhi.

Dear Sir,

The bearer of this letter, Mr. R. N. Sehgal, is a gentleman known to me for several years. He was Cashier and Accountant for six years in the firm, Messrs. Sahani Brothers, Jullundhar, but owing to its failure recently he is now forced to look out for another situation.

Efficient and experienced, Mr. Sehgal is a man of the highest integrity, fit to hold a responsible post in any big commercial or business concern.

I would esteem it as a personal favour if you can render him any service in introducing him to people and firms in your town with a view to enabling him to secure a new position. With kind regards,

Yours sincerely,
Roop Mehra.

(d) *Letter of Credit.*

It is a letter written by correspondent to a[illegible]er requesting him to credit the bearer [illegible] f money, for which the writer assum[illegible]

Letters of Credit are also writ[illegible] authorising payment to a third pe[illegible] specified sum for which the sende[illegible].

Letters of credit are not negoti[illegible]

Illustration

13, [illegible]
M[illegible]
15th Ja[illegible]3.

Messrs. Henry Green & Sons,
Clive Street,
Kanpur.

Gentlemen,

Will you be good enough to furnish the bearer of this letter, Mr. Ram Mohan Bhadani of Madras, with funds to the extent of Rs 5,000/- (Rupees five thousands), less the amount of your charges.

Please endorse on the back of this letter whatever amounts you advance to Mr. Bhadani and draw upon us at sight for them, sending us Mr. Bhadani's duplicate receipt in each case.

Mr. Bhadani's specimen signature are given below.
Signature : *Ram Mohan Bhadani*

Yours faithfully,
X. Y. Z.

IV

Enquiry about goods, orders and their execution.

(*a*)

11, Taj Road,
Agra Cantonment,
Agra.
July 7, 1953

Messrs Godrej & Sons,
7, Fort, Bombay

Dear Sirs,

Will you be good enough to send me an illustrated catalogue of your new Fire and Thief Resisting Safes wh[illegible] have been recently advertised in the *Times of India* a[illegible] of your former models of safes [illegible]bouring firm, Mani[illegible] Chand & [illegible]en tell me that the safes are st[illegible]nsive.

[illegible] terms and discount for cash. If I f[illegible] terms and prices are advantageous as co[illegible]ose of other makers I shall place an order for [illegible] the first instance.

[illegible]eply will be much appreciated.

Yours faithfully,
G.K. Bojwani

Vinay Avasthi Sahib Bhuvani Vani Trust Donations

(*b*) *Reply to above.*

7, Fort, Bombay
July 14, 1953

Mr. G.K. Bojwani,
11, Taj Road,
Agra Cantonment,
Agra.

Dear Sir,

We thank you for your inquiry of the 7th January about our new safes and have much pleasure in enclosing the illustrated catalogue and our lowest quotations as desired.

In our opinion, No. 7 Safe would suit your requirements best. They are of medium size and can be used both at home or in a business establishment. The catalogue price of the safe, including fittings, is Rs. 350 and we would allow you a discount of 3 per cent on the net price, excluding the carriage which shall be borne by you.

You will find from the catalogue details of the advantages we claim for our safes over those of the other manufacturers in the line. Our safes have undergone repeated tests in fire and at the hands of burglars, so that we feel confident that they are proof against both. The catalogue also gives extracts from the tributes that have b[illegible] paid to our safes recently by our nu[illegible] patrons.

We are also enclosing a price li[illegible] locks, which have been specially [illegible] ingenuity of thieves and burglars. [illegible] at Rs. 3/12/- exclusive of incidental ch[illegible] choose to give a trial to our locks also we [illegible] will find them satisfactory in every respect.

Assuring you of our services at all times a[illegible] your esteemed order.

[illegible]

Yours faithfu[illegible]
Godrej & Co.

(c) *Execution of an order.*

Hira Mills Ltd,
Horniman Circle,
Kanpur.
25th October, 1952

Messrs. Chandubhai Nanubhai,
13 Kalba Devi Road,
Bombay.

Dear Sirs.

We are much obliged for your order, No. 3702, of the 19th inst.

We now enclose our invoice for goods despatched today by rail in execution of the aforesaid order. We hope the goods will reach you safe and prove entirely satisfactory.

We have also enclosed in one of the cases a sample of our new towels and socks. They are a great improvement upon our previous products, as you will yourself know their quality by using them.

We hope to have further orders for the voils, drills and other specialities at an early date.

We remain,
Yours faithfully,
G.K. Pandey

[illegible] *Delay in the Execution of an Order.*

Hazari Bagh,
Lall [illegible]ila,
Meerut.
25th November 1952

[illegible] & Co.
[illegible]tola,
[illegible]utta.

[illegible]ur letter dated 20th October, 1952 you informed [illegible] you would be sending in a week a gross of Eagle and Swan fountain pens along with other stationery we detailed in our order of the 5th October, 1952.

We have been anxiously waiting for the arrival of the promised consignment but it has not reached here yet. You have not even informed us whether it has been despatched or not.

Please note that as the Nauchandi fair is going to be held from the 20th December we require the goods very urgently. We will like to know by return of mail if you are able to supply them latest by the 10th of the next month. During the fair, as you know, we hope to have a good business and if the required stationery does not reach us in time we shall be put to considerable loss. In case we do not hear from you by the 1st of December, you may consider our order cancelled.

Yours faithfully.
Lala Ram.

(e) *Reply to above.*

4, Manicktola,
Calcutta.
27th November, 1952

Mr. Lala Ram
Hazari Bagh,
Lall Qila
Meerut.

Dear Sir,

We are in receipt of your let
ber.

Owing to a strike in our Pen
complications our business was con
during the past three weeks. Fortunate
returned to normal and we are able our
customers again.

We executed your order in question ou rday
and despatched a letter and invoice by re post
which, we hope, should be in your hands by no

The goods have been sent by passenger railway train and we hope they will reach you safe and in good time for the Nauchandi fair.

We very much regret the delay and the inconvenience caused to you but as explained above it was largely due to circumstances beyond our control.

Hope you will have good business in the coming fair and you will continue to favour us with further orders.

Yours faithfully,
Dayabhai

V

Letters of Complaints

(*a*) *Complaint against inferior goods.*

18, Madan Maitra Lane,
Love Grove,
Banaras.
15th June, 1952

The Mahabir Sugar Co. Ltd.,
Patel Road,
Meerut

Dear Sir,

[illegible] received the 20 bags of sugar ordered from [illegible] regret to say that the quality of 6 [illegible] satisfactory. That it is much [illegible] mised by your agent will be [illegible] contents of the sample of this [illegible] separate post. I shall be glad [illegible] explanation why such material has [illegible] se 6 bags are quite useless for my [illegible] shall have to return them to you.

[illegible] it clear that if such mistakes are re[illegible] have to obtain my requirements elsewhere.

Yours faithfully,
Padam Chand

(b) Reply to above.

Patel Road,
Meerut
20th June, 1953

Mr. Padam Chand,
18, Madan Maitra Lane,
Love Grove,
Banaras.

Dear Sir,

We very much regret to receive your complaint about the 6 bags of sugar. We admit that they contain an inferior quality of sugar. But we may assure you that those bags got despatched through oversight and you should not think for a moment that we wanted to supply intentionally any inferior stuff. We have investigated into the matter and discovered that the mistake occurred on account of the slackness of the new stores manager who has not yet become completely familiar with his job. He has been reprimanded for his negligence and we hope no such mistake shall occur again.

We have to-day despatched 6 bags of the superior quality of sugar and hope you will find them entirely to your satisfaction.

Please return the 6 bags of in
you and debit us with any expens

Apol ising for the inconvenie
you of ou best services.

(c) Wrong goods Sent.

S
Gan
Mu
4th May,

To

Light Foot Wear & Co.
Kanari Bazar.
Agra.

Dear Sirs,

I have received two cases of shoes and sandals this morning sent by you on the 1st May, but opening them I am surprised to find that none of the sizes or shapes correspond with your invoice of that date. You have obviously despatched me the wrong goods.

I need the correct goods very urgently as the New Exhibition is drawing very near. Please wire to me when I may expect the goods I require and also intimate whether I should return the present consignment immediately.

Yours faithfully,
Pir Bux

(*d*) *Reply to above.*

Kanari Bazaar.
Agra.
8th May, 1953

M[illegible] Pir Bux,
[illegible]nkar Kunj,
N[illegible]

[illegible] sorry to have your complaint res[illegible] of wrong goods, but we may assure [illegible]ke was purely accidental.

[illegible]lready despatched yesterday the correct [illegible]rmed you by wire which must have reached [illegible]

[illegible] return the cases of wrong goods lying with [illegible] debit us with whatever expenses you might [illegible] them.

Please accept our apologies for the inconvenience and annoyance caused and rest assured that you will have no occasion for complaint again.

Yours faithfully,
Naim Uddin

VI

Letters requesting Payment.

As a rule all business letters are written with great caution but letters asking for settlement of accounts require the greatest tact and skill. Most businessmen make prompt payment in order to keep up their credit and good relations with their creditors. But in certain cases payments are delayed so long that the debtors have to be served with repeated requests and reminders and even threatened with legal proceedings. Letters dealing with such difficult debtors are the most difficult to write. Such dunning letters need not be abrupt and blunt; they should be firm and at the same time polite. They should contain a clear statement of the circumstances necessitating the repeated requests for early payment. But their tone should be neither dictatorial nor imperious : they should rather convey the impression that the creditor is really unwilling to take recourse to legal steps but he does so only under the pressure of circumstances.

Generally, the first request for payment shou
short and simple. If it proves f
should be sent. Even then if payn
ing the ne[illegible] letter should be a little
that too fa[illegible] to yield fruit. the cre
to inform the debtor that he has no
the launching of legal proceedings.

(a) *Request for Payment.*

4
B
20th

Messrs. Ram Das & Sons.
7, Vadya Pole,
Baroda.

Dear Sirs,

Will you please give attention to our last month's account of Rs. 713/8/- which is now overdue. An early cheque in settlement will oblige.

We may remind you that as the prices of our goods are cut fine we cannot carry on our business without insisting upon prompt payment.

Yours faithfully,
H. C. Dey

(*b*) *Reply to above.*

7, Vadya Pole,
Baroda
28th April, 1953

Mr. H. C. Dey
40, Ash Lane,
Fort,
Bombay

Dear Sir,

In reply to your letter of the 20th April, we enclose a cheque for Rs. 500/- on the Imperial Bank of India in part payment of your bill No. 3804. The balance of Rs. 213/8/- will be remitted to you by another cheque by the 10th of May positively. We would have paid the [illegible]tire amount now but for the delay we are experiencing [illegible]llecting our dues from some of our customers. This, [illegible] be construed that our debtors are [illegible]y instable or unsound. Owing to [illegible] market some delay has [illegible]een caused. [illegible]ge receipt of the am[illegible]t remitted [illegible]ogies for inconvenience and delay

Yours faithfully,
Ram Das

(*c*) *Request for Payment* (*i*).

New Delhi,
1st January, 1953

[illegible]vin Brothers,
[illegible]zi Mandi,
Delhi

Dear Sirs,

We have to remind that payment of our bill No. 307, amounting to Rs. 3748/- is much overdue. Will you please favour us early with a cheque for the full amount in settlement ?

Yours faithfully,
Girish Dayal

(*d*) *Request for Payment* (*ii*).

New Delhi,
10th January, 1953

Messrs. Navin Brothers,
Subzi Mandi,
Delhi.

Gentlemen,

Please refer to my letter of the 1st. January respecting my account of Rs. 3748/- which has not yet been settled. I shall be glad to receive your cheque in settlement.

Please note that our margin of profits is so small that we have to insist on prompt payment.

Yours faithfully,
Girish Dayal

(*e*) *Request for Payment* (*iii*).

New Delh
Febru

Messrs. Navin Brothers,
Su Mandi,
Delhi.

Dear Sirs,

I regret to remind you that I am st
ment of my account of Rs. 3748/- respe
I must now request a cheque to balance
delay.

Y ou
Gi

(*f*) *Final request for Payment.*

New Delhi,
14th February, 1953,

Messrs. Navin Brothers,
Subzi Mandi,
Delhi.

Dear Sirs,

My three previous applications for a cheque to balance our account of Rs. 3748/- greatly overdue, having met with no response, I now inform you that I shall be compelled to take the necessary legal steps to recover this amount unless I receive your cheque in full settlement by Monday next, 23rd February.

Yours truly
Girish Dayal

(*g*) *Another form.*

Dear Sirs,

Since you have paid no attention to my letters of the 1st. Jan., 10th Jan. and 1st Feb. regarding payment of Rs. 3748/- long overdue, I now inform you that unless your cheque to balance reaches me by Monday next, 23rd February, I shall be compelled to instruct my solicitors for the recovery of the amount due.

Yours faithfully,
Girish Dayal

[illegible] *ther Version.*

18, Cho[illegible]angee,
Cal[illegible]a.
15th J[illegible] 1953.

[illegible] Co.

[illegible] prised that you have taken no notice [illegible] us applications respecting our account [illegible] 1st May, 1951. I feel that you are not treating us fairly in the matter and such conduct is likely to endanger our business relations. I must now finally request you to let me have a cheque in full settlement at once, failing which, I am afraid, I shall be constrained to take recourse to legal proceedings to enforce payment of the amount due.

Yours faithfully,
S.K. Bannerjee.

(*i*) *Application of Payment if Prompt discount is desired.*

Nagpur,
1st February, 1953.

Hari Das Brothers,
Printers,
Jubbulpore.

Dear Sir,

The cheque for our account of Rs. 785/-, which you promised to send by the 31st January, has not come to hand. Please note that we cannot allow the extra discount for prompt cash unless payment is made within 30 days from the date of invoice, which, in this case, is 5th January. Therefore, if you wish to avail yourself of the discount terms, I must request you kindly to remit the full amount by the 5th February.

Yours faithfull
D.R. Lima

(*j*) *Reply to ab*

Mr. D.R. [illegible]ye,
Nagpur.

Dear Sir,

In reply to your letter of the 1st Februa
cross cheque for Rs. 785/- (Rupees seven
five) on the Central Bank of India in full a
ment of your Bill No. 34189 of 5th January

You
Gu

I could not despatch the cheque on th

as, owing to the death of one of our partners, our business was suspended for three days.

Yours faithfully,
Hari Das

VII

Miscellaneous Letters

(a) *Circular Letter—Entry of Partner.*

15, Mori Gate,
Delhi.
10th January, 1953.

Messrs. Kalumal Chhajjuram,
3, Tikonia Bazaar.
Bareilly.

Gentlemen,

Will you please note that we have taken into partnership Mr. K.L. Chopra, who has been for many years my chief selling and commission agent.

The firm will conduct business in future under the style of Messrs. Sethi and Chopra and Mr. Chopra will be entitled to sign on behalf of the firm. A specimen of his signature is given below.

We hope that with increased capital and co-operation of the new partner we shall be able to expand our business [illegible]siderably and be in a better position than ever to [illegible]te any orders with which you may continue to favour [illegible]

[illegible] the [illegible] *a*
for. E[illegible]on [illegible]
we sh[illegible]n us e[illegible]
Rs. [illegible]he may [illegible] *day*

Yours faithfully,
K.L. Sethi,
[illegible] of
Sethi [illegible] Chopar.

[illegible], *Traveller's Report.*

Room No. 10, Carlton Hotel,
Princess Street,
Lucknow.
15th March, 1953.

[illegible]r premises [illegible]
[illegible]eat deal [illegible]
g[illegible]s line [illegible]

[illegible] Sho[illegible] & Sons,
[illegible]resen[illegible]vin[illegible]e,
[illegible]nay [illegible]zi Man[illegible]
[illegible] Delhi.

Dear Sirs,

I have completed the planned tour of Uttar Pradesh and shall be reaching Calcutta early next week.

Enclosed please find fifteen orders I have secured from booksellers in this week. Messrs. Hardy Brothers' order is urgent and I shall be glad if you despatch the required books, if possible, within three days of the receipt of this letter.

The National Publishing House, Benaras. These gentlemen promise to send a cheque in full settlement of account No. 318 by the end of the next week, *i.e.*, 22nd March. But as regards your bill No. 7047 they complain that you have allowed them discount at 5% only whereas it was agreed to be 7½%. I am returning the bill along with their letter for correction, if necessary. They inform me that payment will be made as soon as the corrected bill is received.

The Kitab Mahal Book Depot, Kanpur. I am sorry to say I was unsuccessful with these people, respecting the *General Knowledge Encyclopaedia* and the *Geographical Atlas*. They, however, show some interest in our "*Children's History of India*" and "*Popular Fairy Tales*" which are in the press at the moment. Please send them specimen copies as soon as they are out and I shall contact them again and hope to do better.

Encl. 15.

Yours faithfu
K.D. Bhat

(c) *Circular Lett*

Messrs. n & Mehra Co.
ment,
a.

Dear

You

May we draw your attention to th *Gu* varieties of serges, tweeds and flannels ?

better woollen stuff for winter than what we now offer, especially at the prices we quote.

		Per yard
Striped Evening serge (In six shades)	Rs.	17/4/-
Plain dark serge (Black, navy blue and light blue)	,,	16/-/-
Thick striped tweed (In four shades)	,,	15/8/-
Steel grey flannel (Two varieties)	,,	18/8/- & 14/8/-
Striped flannel (In five lovely shades)	,,	13/4/-

We send separately by registered post samples of the varieties mentioned and hope to be favoured with a trial order.

Yours faithfully,
K.N. Desai

(*d*) *Letter of Advertisement*
(circular)

[illegible] 13, [illegible]dby Road,
[illegible]ombay.
[illegible] February, 1953

[illegible]emen,

[illegible] [illegible]duce to you our "Film World"—a [illegible] the [illegible]menced publication [illegible] the 1st [illegible] on [illegible]0 copies. The secon[illegible]nd third [illegible]0 and 30,000 copies resp[illegible]vely—all [illegible] for suitable advertisem[illegible] at the

Rs. 200 per inser[illegible]
Rs. 100 ,, ,,
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In 3 colours on inside pages, 100% extra.

Any inquiries, regarding the magazine or special rates for advertisement will be welcome and promptly attended to.

Yours faithfully,
P.K. Barin.

(e) *Insolvency*

(circular letter)

13, Gandhi Road,
Ahemdabad.
24th August, 1952.

Regarding the matter of
Patel & Desai Co Ltd., Ahmedabad

Dear Sir,

At the meeting of Creditors of the above-named Company on 20th August, the Creditors appointed me Liquidator of the Company, and appointed Messrs Khandubhai Dayabhai and Mr. I.C. Khandlikar as a Committee of Inspection.

Messrs. H. C. Patel and P. M. Desai, two of the
Directors of the Company made an offer to pay a compo-
sition of 10 as. payable 4 as. in three months
4 as. in the next and 2 as. in the next six
months after def al expenses. The Com
mittee of Inspection cc ered t proposal and as s
factory security is offered, they ha greed to acc
terms of this composition.

In case Creditors reject this c
have to b quidated immediately
believe tha er meeting all costs, not
the rupee be realised from the esta

Please e know early whether yo
this of you do, I shall be glad if
return e enclosed form of assent as s

Y
N. ou
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2. ABBREVIATIONS USED IN COMMERCIAL CORRESPONDENCE

@,	For, at, to.
AI	First Class.
Acc.	Acceptance, accepted.
A/C,	Account current.
A/c.	Account.
Acct.	Accountant.
Ads. or Advts.	Advertisements.
Ad val.	*Ad valorem* (according to value).
Agt.	Against ; Agent.
Amt.	Amount.
Anon.	Anonymous.
Ans.	Answer.
A/o.	Account of.
A.P.	*A protester* (to be protested—used in connection with Bills of Exchange).
A.P.	Additional premium (insurance).
App.	Appendix.
Appro.	Approval.
A. R.	All risks.
A/S	Account Sales
Assn.	Association.
Av.	*Ad valorem* [illegible] ue).
v.	Average.
	Avoirdu
	Balanc
	xchange.
	forward.
	Lading.
	Note.
	payable.
	receivable.
	l of Sale.
	hartered Accountant.
	apital Account.
	atalogue.
	ash Book.
	arried down.
	ost and Freight.

Cf.	Compare.
C/f	Carried forward.
C.I.F.	Cost, Insurance and Freight.
C.I.F. and I.	Cost, Insurance, Freight and Interest.
Co.	Company.
C/o	Care of.
C.O.D.	Cash on delivery.
Con.	*Contra*, against.
C.R.	Company's risk.
Cr.	Credit, Creditor.
Cum d/-.	With dividend.
Cur., Curt.	Current month.
D/A.	(Deliver) Documents against acceptance; Deposit Account; Documents attached.
D/B	Day Book.
Dbk.	Draw back.
D.D. or D/D.	Demand Draft.
d/d.	Day's date.
Deb.	Debenture.
Dept.	Department.
Dft.	Draft.
Dis.	Discount.
Div.	Dividend.
I	Debt Note.
L	Delivery Order.
Doz.	
D.P.	
d/s.	
E.E.	Erro.
Enc.	Enclos
E.O.,	*Ex-offico* (officia
E. & O.E	Errors and Omissio
Ex. div	Exclusive of dividen
Ex. int	Exclusive of interest
Exs.	Expanses.
F.a.a.	Free of all average.
Fo.	Folio.
F.c	Free of charge.
F	Foreign.
F	reight.

Gr.	Grain ; Gross.
Gr. wt.	Gross weight.
Inst.	Instant.
Int.	Interest.
In trans.	On the way ; in transit.
Inv.	Invoice.
I.O.U.	I owe you.
J/A.	Joint Account.
Jr. or Jun.	Junior.
Lb.	Pound.
Lc.	Letter of credit.
Ld. or Ltd.	Limited.
Max.	Maximum.
M/d.	Month's date.
Min.	Minimum.
Mo.	Month.
Mos.	Months.
MS.	Manuscript.
M/s.	Month's sight.
Mss.	Manuscripts.
N/a.	Non-acceptance.
N.B.	*nota bene*, mark well.
n.e.	not exceeding.
n.e.s.	not elsewhere specified.
Nom. cap.	Nominal capital.
O/a.	On account.
O/d.	On demand.
O	Ordinary.
	per page.
	Pow rney.
	ssory Note.
	er postscript.
	rence.

Pro forma.	As a matter of form.
Prox.	*Proximo.* The next month.
P.S.	Postscript.
P.T.O.	Please turn ever.
R/D.	Refer to drawer (banking).
Reg. Regd.	Registered.
Sec.	Section ; Secretary.
Sen.	Senior.
Soc.	Society.
Std.	Standard.
T.B.	Trial Balance.
T.E.	Trade Expenses.
U/a.	Underwriting account.
Ult.	*Ultimo* ; Last month.
U/w.	Underwriter.
v.	*versus*, against.
v.v.	*vice versa* (the terms being exchanged).
v.v.	*viva voce* (by word of mouth).
W.B.	Way Bill.
Wt.	Weight.
Yr.	Year, Your.

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